

Community Asset Transfer Scheme (CATS) for our national forests and land

ASSET TRANSFER REQUEST FORM

Introduction

Please read the relevant parts of the [Community Asset Transfer Scheme](#) (CATS) Guidance before completing this form. You may also wish to refer to the Scottish Government's [Asset Transfer Guidance for Community Bodies](#).

The Request must be submitted in writing, either as a hard copy or by email. Please answer all the questions. You can attach additional information as extra sheets or electronic documents. Please be specific. When answering the questions you do not need to repeat any information you have already given, but simply refer to an earlier answer or attached document.

Please return the completed form and supporting documentation to:

Community Asset Transfer Scheme Team
Forestry and Land Scotland
231 Corstorphine Road
Edinburgh
EH12 7AT

E-mail: fls.communities@forestryandland.gov.scot

We will confirm receipt of your Request within 5 working days and you will receive a formal acknowledgement letter within 15 working days to confirm whether your Request is valid or requesting further information. We may also ask you for more information during the assessment and evaluation process.

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015.

SECTION 1: Information about the community transfer body making the request

1.1 Name of the community transfer body making the asset transfer request

Balquhiddier, Lochearnhead and Strathyre Community Trust

1.2 Community transfer body address

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

Postal address: 4 Creagan, Strathyre, Callander

Postcode: FK18 8NB

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: Kelly Clapperton

Postal address: [REDACTED]

Postcode: [REDACTED]

Email: [REDACTED]

Telephone: [REDACTED]

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

You can ask the Forestry and Land Scotland to stop sending correspondence by email, or change the email address, by telling us at any time, as long as 5 working days' notice is given.

1.4 Type of eligible community transfer body

Please select one option and make with an "X" in the relevant box to confirm the type of community transfer body and its official number, if it has one:

a Company	<input type="checkbox"/>	and its company number is	<input type="text"/>
or			
a Scottish Charitable Incorporated Organisation (SCIO)	<input checked="" type="checkbox"/>	and its charity number is	<input type="text" value="SC037831"/>
or			
a Community Benefit Society (BenCom),	<input type="checkbox"/>	and its registered number is	<input type="text"/>
or			
Unincorporated organisation (no number)	<input type="checkbox"/>		

Please attach a copy of the community transfer body's constitution, articles of association or registered rules.

- If the organisation is an eligible community transfer body under the Community Empowerment (Scotland) Act 2015 go to **Section 2**.

1.5 If the organisation is **not** an eligible community transfer body under the Community Empowerment (Scotland) Act 2015:

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

No Yes

Please give the title and date of the designation order:

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

No Yes

If yes what class of bodies does it fall within?

Section 2: Information about the land and rights requested

(see CATS Guidance Section 1.2)

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

You should provide a **grid reference** and attach a **map** clearly showing the boundaries of the land to which this asset transfer request. You should also provide any name by which the land is known, and you may also wish to provide additional description. You can contact your Forestry and Land Scotland [Region](#) office for assistance in providing a copy of the map. *If you have identified the land on Forest Enterprise Scotland's [Register of Land](#), please enter the details listed there.*

Grid reference: **NN560168**

Name and description of the land:

The Broch Field is located on the southern fringe of Strathyre village. It extends to c1.9ha, and is bound by the main road (A84) to the east, the Tighanes Burn to the north, the River Balvaig to the west, and private owned land to the south (please see map accompanying this application, or Fig.1 in the Project Proposal). It comprises a large central area of mown grass, which is bordered by stands of mature, broadleaf and pine trees. This, in turn, is surrounded by several parking areas laid to tarmac. The land also includes further areas of natural regeneration, a section of the NR7 cycle path, a footbridge across the Balvaig (not included in the CAT application), and a small area of shingle beach beside the river. It is accessible by vehicle from the main road to the east, and by foot or bike from the west. The Broch Cafe occupies the south-east corner of the site, and the owners recently purchased a small area around the cafe from FLS.

If your request is for a building, you should provide a street address and the Unique Property Reference Number ([UPRN](#)) if known.

Address:

UPRN (if known):

Section 3: Type of request, payment and conditions

(see CATS Guidance Section 1.4)

3.1 Please tick what type of request is being made:

for **ownership** (under section 79(2)(a)) – go to **Section 3A**

for **lease** (under section 79(2)(b)(i)) – go to **Section 3B**

for other **rights** (section 79(2)(b)(ii)) – go to **Section 3C**

3A – Request for ownership

What price are you prepared to pay for the land requested (see CATS Guidance Section 2.2)?

Proposed price: £1,000

The land at the Broch Field was independently valued at £25,000, however the added value to the community is significant, and we would lose a lot as a community if the land were sold into private hands. A consultation of local businesses and the Community Development Trust is summarised in the table below, however the amount that would be lost from the local economy is significant, c£27,500p/a. The Trust could also lose a significant income. Currently we obtain c £5,800p/a from fundraising, which contributes significantly to our activities and events. We also had discussions with local businesses about the other things that would be lost, such as our village parking, an area for people to enjoy – a place for local and visiting children to play. The site is a very important part of the community, both socially and economically.

Item	Value (to Trust)	Value (to community)
Music Festival	£300.00	£14,505.00
Christmas Market	£2,500.00	£1,500.00
Fireworks	£3,000.00	£1,500.00
Car Parking/picnic area	£4,000.00	£10,000.00
Total	£9,800.00	£27,505.00

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

3B – Request for lease

a) What is the length of lease you are requesting?

b) How much rent are you prepared to pay? (see CATS Guidance Section 2.2)
Please make clear whether this is per year or per month.

Proposed rent: £ per

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

3C – Request for other rights

a) What are the rights you are requesting?

Do you propose to make any payment for these rights?

Yes No

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

 Proposed payment: £ per

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

Section 4: Community Proposal

You may wish to refer to relevant sections in supporting documents.

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.

In 2018 Forestry and Land Scotland (FLS; Forestry Commission Scotland as was) put the Broch Field in Strathyre on the market. The space has been used for many years by the community as an informal 'village green', and has been the site for Strathyre Music Festival, the Community Fireworks Night and the Christmas Market, as well as a popular spot for families to congregate and children to play. The BLS Community Trust was approached by residents and groups to investigate purchasing the site. There is much concern that if the site is sold into private or commercial hands then the community could not only lose access to a valuable and much-loved community space, but there could be a risk of unsuitable development in the village. Therefore, we approached FLS and registered a 'community interest' on the site, meaning it was withdrawn from the open market.

In 2019 we secured funding from the Scottish Land Fund (SLF) to undertake a Feasibility Study and valuation of the site. This was completed in April 2020. Please see the associated Feasibility Study, Valuation, and Project Proposal and Appendices.

The BLS Community Trust has three aims (Section 4) to: secure the purchase of the Broch Field for the social, economic and environmental benefit of the local community; develop the Broch Field in a manner that will ensure its long-term financial and practical viability; and successfully manage and maintain the Broch Field for generations to come.

Once we have purchased the Broch Field we will manage and develop the site in a sympathetic manner that reflects the wishes of the community and provides a sustainable income. We will undertake drainage works to improve and extend the use of the area and employ a warden and team of volunteers for the day-to-day management of the site, including the purchase of needed equipment.

We will upgrade the parking across the site and develop a suitable 'pay and display' system. We plan to manage the regular use of the site by motorhomes by restricting them to five dedicated bays near the entrance. Here they can be monitored and access the public toilets and freshwater tap. We will upgrade the surface of the remaining parking and mark bays. We will use CCTV to monitor antisocial behaviour and develop a 'pay and display' system for parking. We plan to work with Outdoor Access Trust Scotland to develop and install a parking system suitable to the site. They work in this way with several rural community groups across the country. This will provide the bulk of our income (see the Project Proposal Section 6, and the Feasibility Study).

As well as providing public toilets we will work with local groups to design and build a multi-use community building, which could include a small heritage and information centre and covered picnic/events area. We will plant a small community orchard and seating area, meeting one of the most popular community aspirations. Finally, we will install high quality signage and interpretation across the site.

We not only hope to use the site for community events and activities, but to lease the site to groups, weddings, suitable festivals, and even provide small scale, seasonal leases to outdoor activity

providers, including bike or canoe hire. Please see the Project Proposal for more detailed descriptions on the developments proposed.

4.2 Benefits of the proposal

Please set out the benefits that you consider will arise if the request is agreed to (see CATS Guidance Section 3.2). This section should explain how the project will benefit your community, and others.

Please refer to the guidance on how the relevant authority will consider the benefits of a request.

Social Benefits: If the BLS Community Trust purchases the Broch Field it simply keeps our much loved and used village green for our community. We do not lose our vital community space; and protects important local events, such as the Strathyre Music Festival, our popular Christmas Market, and the Fireworks Night, which attracts people from all over. It will encourage further events and activities, including sports, arts, and use by the local school. All of which brings our community together, improving contact and cohesion, and helping the community recover from the social impact of Covid-19.

Through the ownership and management of the Broch Field we can control irresponsible wild camping and other antisocial behaviours, helping appease local disquiet and reducing reliance on National Park Rangers who are already stretched.

Economic Benefits: Our existing local events and activities already bring crucial income to the village, benefiting all local businesses. Being able to expand on these events and activities will enable our community to provide more sustainable income, 'future-proofing' our local economy and giving a much-needed post-Covid-19 boost.

Providing upgraded parking and a suitable payment system, will provide an income for the Trust. This will enable us to properly monitor and manage the site and provide a seasonal job. We hope that upgrading parking and providing facilities such as public toilets and a freshwater tap will encourage more visitor stops which will benefit local shops and eateries.

Owning the site means we can offer exclusive Broch Field hire for events and activities, such as weddings and sporting events. Combined with creating an attractive space, we will raise the local profile regionally and nationally, bringing additional footfall and income to the Trust and local businesses.

Environmental Benefits: Buying and managing the land will allow us to better manage and monitor all visits, including motorhome stopovers, illegal wild-camping, and reduce litter, waste, and fire risk. We can look after the land for conservation and biodiversity and encourage local people to get involved by establishing an Environmental Group. Planting a community orchard will encourage local people and families to get involved and provide delicious seasonal fruit. It will also benefit insects, mammals, and bird life. For further detail on these benefits please see Section 8 of the Project Proposal.

4.3 Restrictions on use of the land

If there are any restrictions on the use or development of the land, please explain how your project will comply with these. Your Forestry and Land Scotland [Region](#) office can provide assistance in identifying any restrictions and how to comply with them.

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.

The Broch Field is situated in the Loch Lomond and Trossachs National Park and will fall under its planning authority. All proposed developments will be subject to pre-planning, and if needed, full planning assessment. We will comply to all guidance and mitigation as issued through the process.

The River Balvaig, which forms the western boundary of the site, is part of the River Teith's Special Area of Conservation (SAC). The Objectives of this SAC, as documented on the SNH website are: *"To avoid deterioration of the habitats of the qualifying species (listed below) or significant disturbance to the qualifying species, thus ensuring that the integrity of the site is maintained and the site makes an appropriate contribution to achieving favourable conservation status for each of the qualifying features"* Qualifying species mentioned are the Atlantic salmon, Brook lamprey, River lamprey, and the Sea lamprey. All proposed developments and activities will be undertaken with environmental protections in mind, following accepted protocol and advice by the relevant bodies, and will be included in all Risk Assessments.

Approximately 750m to the south is the SSSI of Loch Lubnaig Marshes, SNH Code 1004. This site is described as *"nationally important for its fluvial geomorphology, open water transition fen habitat, rare fly species, and freshwater pearl mussels. It is an integral part of the freshwater system which includes the rivers Balvaig, Leny and Teith, and the lochs Doine, Voil and Lubnaig. This system supports an outstanding range of freshwater, and notably riverine, plant and animal communities in natural succession."* Although none of our developments will directly impact the area, we are mindful that we are upstream from the SSSI and will take this into account.

4.4 Negative consequences

What negative consequences (if any) may occur if your request is agreed to? How would you propose to minimise these?

You should consider any potential negative consequences for the local economy, environment, or any group of people, and explain how you could reduce these.

Our greatest potential weakness in purchasing the Broch Field will be the long-term management of the site. As Table 4 (summary of income and outgoings) in the accompanying Project Proposal (Annual Management Plan, see also Appendix 6 for detail) illustrates, our profit margin could be tight, and we will have to make sure we work hard to keep the site 'in the black'. To minimise this, we will provide a 'pay and display' system to bring in a regular income, endeavour to employ volunteers for annual works, such as orchard works, helping to reduce overheads. We will advertise and promote the site as a place to exclusively hire for private and group events, to boost our annual income. We will market the area and the site as a place to stop and visit for those visiting or holidaying in Scotland, including the facilities and local walks and activities. We will keep the site maintained to a high standard, employing local expertise and people, to help raise the profile of the area as a pleasing place to visit, increasing income and boosting the local economy.

If we are unable to achieve these aims, and find ourselves getting into debt, there will be number of unintended consequences. The financial hit on the BLS Community Trust will be unsustainable, and there will be a knock-on to local businesses as described in the Project Plan, Section 8.4. If we do not purchase the site for the community the social and economic impact on our small village will be

enormous. To counteract this, we will put robust risk assessments and plans in place and investigate where we can increase income and reduce overheads safely.

4.5 Capacity to deliver

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.

Balquhiddy, Lochearnhead and Strathyre Community Trust was formed in 2003 and has undertaken many activities and projects over the past 17 years. We recently converted to a SCIO. In 2018 the Strathyre Village Association (SVA) amalgamated with the Trust, bringing with it several assets, including the village hall and parcels of community land around Strathyre. Since 2018 we have embarked on a programme of renovations of the village hall, including building a new kitchen with support from local tradesmen and suppliers, and a new roof is currently being installed. We host several events and fundraising activities during the year, including the popular Fireworks Night, our Christmas Market, and annual Ladies Lunch, and we are currently working with Stirling Council to develop a management agreement for the local play park. We are working closely with the National Park to produce our Community Place Plan, which will give the community the opportunity to define how we want our community to develop over the next 5-10 years.

The Directors of the Trust range in age and background, comprising a healthy mix of retirees, local business owners, and residents, each bringing unique skills and capacity. The project is being led by Kelly Clapperton, who has recently been contracted as Community Development Officer for the Trust but previously sat on the Trust Board. She has worked in the Community Development sector for over five years.

In 2019 we employed Munro Landscape as consultants to produce a Feasibility Study of the development and management of the Broch Field (please see the accompanying Project Proposal and Appendices), which made recommendations for the development and costings of the site. This has informed our Project Proposal. For the major development works, including the drainage, Motorhome Stopover, Outdoor Shelter, Broch Structure renovations, and the site signage, we will employ a consultant/designer(s) to undertake the development and construction works – employing specialists who will produce a professional product. The purchase of equipment and the creation of a local Management Team will be undertaken by the Trust.

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 (see CATS Guidance Section 3.2)

You should describe the community your body represents and 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.

BLS Community Trust represents the three communities of Balquhiddy, Lochearnhead and Strathyre, which have a combined population of c700. The Trust Board is comprised of nine Trustees, all of whom reside locally. We have 103 members across the three communities.

The local community have supported the purchase of the Broch Field since the land was put on the market. It is valued highly by the community as a place for local events and activities; as a place for people to socialise and enjoy; and as a crucial part of our village's economy. A fuller summary of the community consultation can be found in the Project Plan in Section 5, with the data summary in Appendix 4.

In 2018 we approached the Strathyre community to support our purchase and identify developments they would like to see on the site. The purchase petition garnered 45 signatures (c20% of our 230-resident population), and the 'ideas' sheet had significant input. The original copies can be found in Appendix 4. Two further, successful community consultations followed; an Open Day in May 2019, and a stall at the Christmas Market in December 2019, see Section 5. Further community consultation was undertaken during the Feasibility Study, which is summarised in their document, and illustrated on the map in Appendix 5.

In July 2020 the Trust took the results of the Feasibility Study, including pros and cons, to the community and asked them to make a final deciding vote. The final vote, of 65 responses across the BLS area, provided a 75% 'yes' vote for purchasing the field. Further consultation work undertaken in 2020 as part of the Community Place Plan illustrated the importance of some of the proposed developments, including public toilets and more community and tourist facilities.

As part of the ongoing consultation, if successful we will work closely with local groups, such as the Music Festival and the Fireworks, to design the community building and other facilities. We will always take account of our community's concerns and try to find ways to reduce the impact of any developments if necessary.

Section 6: Funding

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

(see CATS Guidance Section 1.5)

You should show your calculations of the costs associated with the transfer of the land or building and your future use of it, including any redevelopment, ongoing maintenance and the costs of your activities. All proposed income and investment should be identified, including volunteering and donations. If you intend to apply for grants or loans you should demonstrate that your proposals are eligible for the relevant scheme, according to the guidance available for applicants.

Project Costings: The following section summarises the total costs of the project purchase and development. For more detail and a full breakdown of the individual costs please see Section 9 and Appendix 6 of the Project Proposal.

The land has been valued at £25,000 of which the Scottish Land Fund can contribute up to 95%. We are putting forward an offer of **£1,000** – see the section above.

The remainder of the costs are for the development of the Broch Field, please see Section 7, including providing a regular income, improving facilities, and site management. We want the site to be in top condition and managed properly.

Total Cost of Project Purchase and Developments	
Item	Costs
Purchase of Land	1,000.00
Structures and Landscaping	43,720.00
Drainage works	6,320.00
Local Works team - Set-up costs	4,150.00
Signage	8,036.00
Parking Upgrade and System	9,850.00
Community Orchard	579.00
Design and Planning fees	18,092.00
TOTAL	91,747.00

Annual Running Costs: The following section is based on our Annual Management Plan and Running Costs, found to the rear of the Project Proposal. The table below provides a summary of our estimated income and outgoings, based to some extent on the Feasibility Study. A fuller breakdown can be found in section 11. Annual Management Plan, and further detail in Appendix 6.

Summary of Running Costs		
Item	Incoming	Outgoing
Local Markets	£210.00	
Music Festival	£175.00	
Other local events	£140.00	
Commercial hire	£400.00	
Income from 24hr Stops*	£3,030.00	
Income from other parking**	£2,640.00	
General donations***	£1,296.00	
Fundraising	£1,000.00	
Electricity standing charge		£146.88
Electricity use		£570.00
Broadband (Plusnet)		£360.00
Water rates		£0.00
Tree maintenance		£150.00
Orchard works		£0.00
Insurance		£280.00
Cleaning products/loo paper		£360.00
Grass Cutting/site maintenance		£420.00
Warden*		£4,280.00
Maintenance and repairs		£740.00
Totals	£8,891.00	£7,306.88
Profit/Loss		£1,584.12

The main income for the Broch Field site will be from 'pay and display' parking, and donations from the toilet facilities. This income will pay for our insurance and management and maintenance costs. Additional income will come from site hire and local fundraising. These are very conservative estimates, and we should see an increase in our income from the parking and site hire as we raise our profile.

Outgoings focus on the maintenance and management of the Broch Field, including employing a warden and annual repairs, followed by insurances and electricity. We aim to have a body of local

volunteers to help reduce the workload, including regular litter picks and small-scale works. This should result in a small annual profit. Over time we will increase footfall and our profits.

Funding: We plan to apply for and secure funding from the Scottish Land Fund for the purchase and essential development of the Broch Field – the parking upgrade, much needed public toilets and warden duties for the first year. We have been working with them since 2018, and secured funding in 2019 for our Stage 1; the valuation and Feasibility Study. We are working with Zero Waste Scotland to assess the site for energy saving and energy producing opportunities, and hope to work with local businesses, organisations, and agencies in the future. We will be looking to up and coming funding for further developments, including the Green Recovery Funds and the Rural Tourism Infrastructure Fund.

First Year Essential Expenditure	Amount
Site Purchase	£1,000.00
Toilet Block	£10,000.00
Drainage	£6,320.00
Works Team	£4,150.00
Parking System	£4,000.00
Upgrade to Parking	£1,200.00
Water Tap	£3,350.00
Design consultant's fees	£1,920.00
Planning fees	£551.00
Total	£32,491.00

Summary of Essential works needed for the first year (costings are estimates) – approach to the Scottish Land Fund.

Signature

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

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

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

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

1. Name Emma Richards

Address

Date 12/03/2021

Position Chair

Signature

2. Name Suzanne Todd

Address

Date 12/03/2021

Position Treasurer

Signature

Checklist of accompanying documents

To check that nothing is missed, please list any documents which you are submitting to accompany this form.

Section 1 – you must attach your organisation’s constitution, articles of association or registered rules

Title of document attached:

Constitution of Balquhiddier, Lochearnhead and Strathyre Community Trust SC037831

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

Documents attached:

Appendix 2 - Valuation

Appendix 3 from the Project Proposal – Site Location Plan.

Appendix 5 from the Project Proposal – Community Desires Map from Feasibility Study

Appendix 7 – from the Project Proposal – Concept Plan of the Broch Field

Section 3 – note of any terms and conditions that are to apply to the request

Documents attached:

Section 4 – about your proposals, their benefits, any restrictions on the land or potential negative consequences, and your organisation’s capacity to deliver.

Documents attached:

The Broch Field Strathyre: Project Proposal and Management Plan – Sections 6, 7 and 8.

Appendix 1 from Project Proposal - Feasibility Study

Section 5 – evidence of community support

Documents attached:

The Broch Field Strathyre: Project Proposal and Management Plan – Section 5

Appendix 4 from the Project Proposal – Community Consultation, the data

Section 6 – funding

Documents attached:

The Broch Field Strathyre: Project Proposal and Management Plan – Sections 9 and 10

Appendix 6 from Project Proposal – Set-up and Annual Running Costs

Annual Running Costs and Management Plan – Sections 11 and 12 of Project Proposal.