

Agenda Item	7
Report No	WRSL/005/23

## HIGHLAND COUNCIL

**Committee:** Wester Ross, Strathpeffer and Lochalsh

**Date:** 20 February 2023

**Report Title:** Community Regeneration Fund – Assessment of Applications

**Report By:** Executive Chief Officer Infrastructure, Environment & Economy

### 1 Purpose/Executive Summary

1.1 Community Regeneration Funding is an umbrella term for a number of funds that are available for communities/organisations to access in Highland. It comprises the Highland Coastal Communities Fund and the Place Based Investment Programme, both of which are Scottish Government Funding streams to support economic regeneration and sustainable development in Highland. Area Committees are awarded devolved allocations according to approved formulae and decision making on which projects should receive funding sits with elected Members.

Within Wester Ross, Strathpeffer and Lochalsh, the following allocations are available for distribution:-

- Highland Coastal Communities Fund (capital/revenue) - £198,515.42
- Place Based Investment Programme (capital) - £68,160

Total funds available - £266,675.42

1.2 Broad eligibility criteria for the fund is as follows:

All projects are expected to be able to meet at least one of the following priorities:-

- economic recovery;
- community resilience;
- mitigating the impact of the climate/ecological emergency; or
- addressing the challenges of rural depopulation

Projects should be able to demonstrate that they are:-

- sustainable/viable;
- providing value for money;
- providing additionality;
- able to evidence local support/local benefit; and
- able to evidence positive impacts for coastal communities and/or the coastal economy

The Islands Emergency Fund is specifically to support capital projects that are aimed at alleviating the impacts of the cost-of-living crisis. Within the current round of projects, the only projects that is deemed to fit the criteria for this fund is CRF1169 – Glendale Hall Association

1.4 In summary the position in Wester Ross, Strathpeffer & Lochalsh at Area Committee on 20 February is as follows:-

- Available Funding – £266,675.42
- Number of applications for consideration – 8
- Total value of grant requests - £246,281.63

1.5 To aid Members in their decision making, the following appendices are provided to this report:-

- **Appendix 1** - Application form for each project; and
- **Appendix 2** - Summary spreadsheet of applications for consideration including RAG status from technical assessment

Technical assessments and the RAG status are based on the application form and supplementary information provided during the application process.

## 2 Recommendations

2.1 Members are asked to:-

- i. **Consider** all applications presented for funding and agree whether to approve, defer or reject the application. An approval of funding should detail the amount approved and outline any conditions of funding that Members wish to attach to the approval over and above the required technical conditions. A deferral would allow an applicant to resubmit the current application at a future date with updated information or for the project to be approved subject to further funding becoming available. A rejection would mean that the application will not proceed and any future application to the fund should be brought forward initially as a new expression of interest; and
- ii. **Agree** which applications should receive a funding award from CRF up to the value of the available area allocation; and

## 3 Implications

3.1 **Resource** – Wester Ross, Strathpeffer & Lochalsh have available funding of £266,675.42. Applications under consideration total £246,281.63. If applications approved exceed the funds available, the committee will need to undertake a prioritisation process to agree the funding awards.

3.2 **Legal/Risk** – When managing external funding it is imperative that the risks to The Highland Council are assessed/mitigated and any back to back grant award letters with third parties, and financial claims management protect The Highland Council financial and reputational interests.

- 3.3 **Community (Equality, Poverty and Rural)** – Community Regeneration Funding is available to all areas within Highland for distribution by Area Committee. The focus of the funding is economic recovery and community resilience. Consideration on issues relating to equalities, poverty and rural issues are dealt with on an individual basis for applications and covered in the technical assessments of project
- 3.4 **Climate Change/Carbon Clever** – Mitigation of the climate/ecological emergency is a specific aim of the CRF funding. All applicants are required to evidence environmental sustainability as referenced in the technical assessments
- 3.5 **Risk** – When managing external funding it is imperative that the risks to The Highland Council are assessed/mitigated and any back to back grant award letters with third parties, and financial claims management protect The Highland Council financial and reputational interests.
- 3.6 **Gaelic** – Consideration given within individual project applications in line with HC policy.

Designation: Executive Chief Officer Infrastructure, Environment & Economy

Date: 3 February 2023

Author: Fiona Cameron, Programme Manager

Background Papers: Appendix 1 – Project applications  
Appendix 2 – RAG status summary sheet



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1004	
<b>1.2 Organisation</b>	Lochbroom Community Council	
<b>1.3 Project title</b>	Quay Street Community Park	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£69,827
	<b>Match funding</b>	£44,827
	<b>Grant requested</b>	£25,000
<b>1.5 Start date</b>	01/01/2023	
<b>1.6 End date*</b>	30/04/2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	People
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
<p>Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a></p> <p><b>YES</b> / NO</p>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Angela Ford
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Treasurer
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO		
Other (please specify)	Community Council	

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>YES / NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES / NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

<b>Details:</b>

3.6 Project delivery team	
Name	Job title/area of work
Angela Ford	Administration
Topher Dawson	Chair Community Council
Pete Harrison	Project Advisor

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Quay Street, Ullapool IV26 2UE
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
The land is owned by The Highland Council and permission is in place for the development.

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>Providing a community park with children's play equipment will allow parents, carers, families and children to meet and socialise while children enjoy healthy outdoor play. This will improve children's health and well-being and encourage play and interaction with other children, including all ability accessible play equipment. A shelter with seating will allow parents/carers to meet others and combat loneliness and isolation and contribute to mental health and well-being.</p>
<p><b>(b) How will the project benefit local communities or the local economy?</b></p> <p>This is currently a derelict area at the centre of our village. The adjacent facilities include the Leisure Centre and swimming pool which are used by many people from a wide area. A community park will provide the ideal meeting and waiting place while children are attending other activities. Visitors to Ullapool also use these facilities which have an economic benefit and would use the seating &amp; picnic areas in the park.</p>
<p><b>(c) What need or opportunity will the project address? How do you know there is local support for the project? Please provide evidence of community support with the application i.e. letters of support/consultation reports.</b></p> <p>The project has been guided by a group of parents with children at the Nursery &amp; Primary Schools and have had input into the design and planning of the project. Attached are letters and comments from local residents stating how important this would be to them.</p>

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Site clearance and levelling, removal rotten wooden fencing	28.01.23
Bow top metal fencing & gates installed	14.02.23
Safety surfacing installed	31.03.23
Play equipment & shelter installed	14.04.23
Tarmac paths laid	21.04.23

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

All the old metal equipment will be taken for scrap recycling and proceeds go to local charities.

There are no other environmental impacts.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

The whole area will be accessible for wheelchairs, and the seating and tables wheelchair inclusive.

Items of play equipment are suitable for disabled children – surface level roundabout, next swing

**(f) Please outline how the project fits with other relevant local plans and strategies.**

The project will be focused on improving children’s physical health and adult mental health.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES / NO</b>
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If YES, please detail below - provide evidence with the application if granted.

Type	Applied – Yes/No (include date)	Granted – Yes/No (include date)
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**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Site clearance	Clearing site and levelling	Capital	4,560
Safety surfacing	Groundworks, wet pour, kerbing	Capital	17,698
Play equipment	Swing set, roundabout, Tri climber	Capital	28,032
Shelter & seating	Shelter & seating with windbreak	Capital	3,825
Tarmac paths	Groundworks for tarmac paths	Capital	6,682
Fencing	Bow top fencing, two gates	Capital	9,030
Total capital expenditure			£69,827
Total revenue expenditure			£
<b>TOTAL PROJECT COST</b>			<b>£69,827</b>
Is VAT included in these costs?			Yes / <b>No</b>
<b>Project expenditure before March 2023</b>			<b>£69,827</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

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**SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Scottish Sea Farms	05/06/2022	01/09/2022	10,000
Bruce Wake Trust	01/12/2021	15/02/2022	2,000
Rodel Foundation	02/10/2022	29/10/2022	25,000
Grants rec'd UHT, NHI, St Martin's Lodge	01/03/2022	01/09/2022	6,000
Own funds			1,800
<b>Total match funding</b>			<b>£44,800</b>
<b>CRF requested</b>			<b>£25,000</b>
<b>Total project cost</b>			<b>£69,800</b>

<b>6.2 Will the project involve “in kind” support?</b> <i>This should not form part of the overall budget or counted as confirmed match funding for the project.</i>
<b>YES / NO</b>  Please detail: Two large projects are being undertaken in Ullapool over the 2022/23 winter. Both companies – SSE an RJ MacLeod have offered ‘works in kind’
<b>6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?</b>
LBCC has made many applications too a multitude of grant bodies, some of which have been successful. However, the most frequent reason for rejection is that projects such as play parks, that it's felt are the responsibility of the local authority can't be considered. The public funding part of the project is entirely necessary to make up the balance required for the project to proceed.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

<b>7.1 Will the project generate revenue?</b> <i>Please provide a copy of the budget forecast with the application.</i>

YES / **NO**

If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

**7.3 Have you considered taking out a loan for the project?**

YES / **NO**

Please state your reasons:

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	
HIE	
Other	

**7.5 Have you previously received public funds for the organisation?**

YES / **NO**

If yes, please provide details of awards for the last 3 fiscal years:

Funding	Year of award	Amount £

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

**The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.**

<b>8.1 Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
<b>Signature:</b>	<b>Print:</b> Angela Ford	<b>Date</b> 06/12/22

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	Yes
<b>6</b>	<b>Bank statement – latest available</b> * <i>please provide a statement below declaring what the remaining bank balances are for.</i>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	N/A
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/A
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	N/A
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF 1013	
<b>1.2 Organisation</b>	Aultbea Hall [SCIO]	
<b>1.3 Project title</b>	<i>Aultbea Hall Revival!</i> - Phase 2	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£74,095
	<b>Match funding</b>	£23,500
	<b>Grant requested</b>	£50,595
<b>1.5 Start date</b>	February 2023	
<b>1.6 End date*</b>	September 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	√
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
<b>YES</b>	

## SECTION 2: CONTACT DETAILS

2.1 Main contact name	Fiona Mackenzie
Contact number	██████████
Alternative contact number	██████████
2.2 Position	Deputy chair & trustee (community networking)
2.3 Address	Aultbea Hall c/o Laide Post Office Laide Achnasheen
Postcode	IV22 2NB
2.4 Email address	<a href="mailto:fiona@aultbeahall.org.uk">fiona@aultbeahall.org.uk</a> <a href="mailto:aultbeahall2021@gmail.com">aultbeahall2021@gmail.com</a>
2.5 Website address	<a href="https://aultbeahall.org.uk/">https://aultbeahall.org.uk/</a>

## SECTION 3: ORGANISATION DETAILS

3.1 Organisation type	Please indicate (x)	Organisation number
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO	√	SC051608
Other (please specify)		

3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	NO
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3.3 Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	NO						
3.4 If the organisation is VAT registered, please quote number.							
3.5 Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Whole	Partial	None			
Whole	Partial	None					


Details:

3.6 Project delivery team	
Name	Job title/area of work
Andrew Townshend	Chairman
Fiona Mackenzie	Deputy chair & Community networking trustee
Pauline Butler	Secretary
Martin Rowe	Treasurer
Jonathon Jury	Chartered engineer
Colin Bell	On site supervision of works

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
<p><b>Aultbea Hall</b>  <b>Main Road</b>  <b>Aultbea</b>  <b>IV22 2JA</b></p>
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
<p>Aultbea Hall has been owned by the community, as per the Deed of Trust, since December 1960. In February 2022, OSCR confirmed the reconstituting of the Trust as a SCIO and, having received permission from OSCR for the (lengthy) process, the legal work is almost complete to transfer all assets of the original Trust to Aultbea Hall [SCIO] SC051608. The Land Registry reference is ROS25831. (Attachment 12 - also has location plan)</p>

4.3 The Project
<p>(a) Please summarise the project, explaining how it will achieve the fund's objectives as noted in 1.7, and list which outcomes it hopes to achieve.</p>

<p>The area served by Aultbea Hall embraces the villages of Aultbea and Laide in Wester Ross, together with all the townships, settlements and crofts on the peninsulas leading to Mellon Charles and Mellon Udrigle and along the shores of Guinard Bay to Second Coast - a highly dispersed population with access to very few amenities.</p>
<p>Our Hall is an unmistakable, arced Romney building which began life as the NAAFI and local cinema for military and defence purposes in the restricted area of Loch Ewe during the Second World War, then served</p>

as a much-loved leisure and social centre for 80 years. Many residents have nostalgic and emotional connections with the iconic building, which is owned by the community, courtesy of the original Deed of Trust of 1960.

Until October 2018 Aultbea Hall was in regular use without misgivings. However, following a visual structural survey which was to be the basis of determining the feasibility of renovating the building, defects in the roof supports and damage to the roof itself were identified which the then-serving management committee decided were sufficiently concerning to necessitate closure of the Hall to the public whilst more detailed work was undertaken. For financial and logistical reasons, this remedial work could not be carried out immediately and all subsequent planning for reinstatement was thwarted by the Covid-19 pandemic and resulting lockdowns.

In 2021, owing to relocation and personal commitments, the remaining management committee members decided they would retire and proposed the dissolution of the Hall Trust and disposal of its assets. At a public meeting on 6 October 2021, under Covid restrictions, but still attended in person and virtually by 83+ local residents, (with many others communicating their views outside of the meeting), there was unanimous support for the offer from three local residents to form an interim committee which would investigate all options available, with the intention of proposing a way forward which would retain the much-loved Aultbea Hall as a community asset, bringing its facilities back into use. The published minutes of that meeting, can be found on <https://www.slcvo.org.uk/aultbeacommunityhall>

In the year since, the original trust has been transformed into a SCIO charity and funds well in excess of what had been anticipated have been raised through grant applications, (including to the Place-based Investment Programme), donations and highly successful and popular community events and celebrations. Phase I of the *Aultbea Hall Revival!* project - remedial and renovation work to re-open the two storey block which contains a function room, kitchen, toilets and stores - is now all but complete to community joy. Had the electricity company not missed two appointments to install the required meter for reconnection, (the first in October, the second in November, now re-scheduled for 12 December), there would have been a programme of pre-Christmas activities for the first time in more than 4 years, fulfilling our aim, in the words of a new community group, *Aultbea Area Together*, formed in 2021, "to celebrate the community and the area we know and love, to enable our community to get together and to find ways to work together to make our area as good a place to live and thrive as it can be."

This application is for financial help towards Phase 2 of the *Aultbea Hall Revival!* project, to undertake the remaining remedial and renovation work required which will bring the spacious main hall back into community use. The overall project aims are unchanged since we planned Phase I, though, inevitably in the current financial climate, the costs of materials, labour and utilities have risen considerably. Also unchanged is the commitment of local people to help us fulfil the project. The generosity of residents and visitors to date has resulted in more than £28,000 being banked from donations and the range of fund-raising events and activities through the year. This has more than matched the grants awarded and enabled us to undertake improvements (such as installing some double-glazed windows) over-and-above what we anticipated would be possible in the first tranche of work. We also now have a healthier cushion of match-funding for Phase 2 than we ever expected.

Even more telling of the enthusiasm of local people for the *Revival!* has been the overwhelming quantity and quality of the offers of volunteer support, be it for the clearing and cleaning out, maintenance and painting of the building itself, organising and delivering the fund-raising activities or undertaking the considerable constitutional and administrative work inevitable in the relaunching of an organisation to run the show.

The outcomes of Phase 2, reopening the spacious main hall, will therefore extend and complete the building renovation and refurbishment of Aultbea Hall. Key to all was the detailed investigation of the internal strength of the roof supports undertaken *pro bono* by a local resident who is a professional chartered engineer with particular expertise in steel structures off-shore. His reports, based on professional-standard testing and submitted to Highland Council Building Control, conclude that, once the recommended remedial work to the steel supports is undertaken, "the existing building could continue to serve the local community for a considerable time, probably in excess of 20 years".

Once the work is completed, Aultbea Hall will be



- ❖ Weather-proof, from above and below ground
- ❖ Structurally sound - roof, roof supports, floors, doors, stairs, walls and windows repaired or replaced
- ❖ Fully compliant with all current electrical system and fire security regulations
- ❖ Accessible for access/exit and toilets
- ❖ As environmentally friendly as we can make an uninsulated World War II structure
- ❖ 'Functional but not fancy' - ensuring that the remedial work is realistic and cost-effective
- ❖ Freshly painted, inside and out, in its original colours, bringing back all the memories of the "good old days"
- ❖ Fit for use, with two kitchens available, for large-scale gatherings, active sports and wellness sessions for all ages, community functions and meetings, a base for education and learning and outreach post office ...
- ❖ Connected to the big, wide world beyond Wester Ross, with wifi and phone line installed
- ❖ Maintained externally and internally to demonstrate that it is a well-loved and used community facility.

## **b) How will the project benefit local communities or the local economy?**

### **Benefits to our community**

In addition to the issues arising from the pandemic, there has been a number of other setbacks for our community in recent years. For example, the one hotel/bar has been empty for nearly 4 years now, and the post office, which also offered local services, closed in February 2022. The residents of the area served by Aultbea Community Council have long experienced the inequality and disadvantages of living in locations that have no regular public transport (just three buses each week to Inverness - leaving early morning and returning early evening), and no inter-village transport to access the resources of the closest larger village of Gairloch (12-20 miles away); they have always depended on local facilities for so many of those aspects of life beyond work which support physical and mental health and well-being. The closure of Aultbea Hall, the one venue in our area which could accommodate more active and larger-scale events, deprived our younger, more mature and in-between-agers of access to a broad range of leisure, sporting and social activities.

Aultbea Hall is in the centre of the village. This past year, since the *Revival!* project was launched, has witnessed a strong collective sense of well-being and purpose as local residents have seen the plans and intentions of the new Hall trustees being implemented. Attendance at our various events, and the support for our fund-raising activities (4,793 tickets sold from the 5,000 available for our Grand Raffle, for example), has demonstrated, unequivocally, how much folk wish to restore the Hall as an asset to the locality.

Once Phase 2 is complete, the benefits to the community of a fully reopened Aultbea Hall will include:

- ❖ reinstatement of a versatile, equipped facility for the younger generations of our area, such as:
  - spaces for the (only) local nursery and parent/toddler group to enjoy indoor active play
  - within walking distance of the school, a choice of spaces for the primary school (which is bucking the trend of rural depopulation, having its highest pupil role in 10 years) to enjoy indoor games, create active drama and music, access practical life-skills workshops, present shows to parents, carers and wider audiences; run a 'pop-up' community café - all after 4 years of having to travel by hired coach/cars to the village 8 miles away, (and that only when logistics and funding allows)
  - a venue, once again, for the youth club aged youngsters to meet their peers, have fun, be active, learn life skills, chill out.
- ❖ the offer of regular sessions for local activity groups forced to close for lack of a suitable venue, such as Zumba, table tennis, boccia and bowls in the smaller multi-function room, and basketball, football, indoor hockey, badminton, roller-skating in the main hall. We are already in contact with the Active Sports Coordinator to ensure maximum advantage is taken of our facilities in his programme
- ❖ the return of large-scale community get-togethers, including the summer Fundays, Halloween dances, crofters' balls and Hogmanay parties. We held a highly successful Halloween dance in Poolewe Hall, 8 miles away, as a fundraiser this year. (See feedback on our Facebook page <https://www.facebook.com/groups/153352818475359/> But it's not the same as back home!)



- ❖ the Russian Arctic Convoy Project being able to deliver on their plans to host WW2 themed events and commemorations in a building which offers an entirely authentic experience (see letter of support - attachment 8.1)
  - ❖ creation of accessible, convenient and comfortable meeting spaces for groups such as the Primary School Parent Council, the Aultbea Hall project team, the community council, Funday planners, crafters ...
  - ❖ opportunities for new learning and outreach initiatives, currently stymied for lack of a central, equipped base. Those already mooted include for West Highland College (UHI) to offer courses such as First Aid training; a science/engineering club for local families proposed by the local outreach STEM coordinator and the Aultbea Stories project which has been developing activities for the past year to connect people and place, particularly through art, music and nature.
  - ❖ an outreach post office facility, 2 sessions per week, to replace the Aultbea village post office which closed earlier this year following the retirement of the post-mistress
  - ❖ spaces for short term rental for remote working
- and, not to be undervalued -
- ❖ a stronger sense of optimism across our community, given that the revival of our highly-valued local centre will support our area's recovery from the still evident dislocation and demoralisation of Covid and the emerging challenges of the current 'cost-of-living crisis'. Many people, of all ages and experiences, have already volunteered to help, and this has given them a sense of purpose in common cause contributing to mental wellbeing (and some physical exercise also!). Even the sharing of memories on our website, Facebook page and for the Christmas tree festival brings a sense of joy and belonging.

### **Economic benefits**

Economically, Phase I of the project has already proved to be of benefit in that almost all the contracts awarded have been to local firms, employing local labour, so providing work and income for builders, joiners, electricians, and a fencing contractor. There may well also have been a spin-off for local shops and even B&Bs and cafés as people have come to Aultbea from out of area, or returned to meet up with family, specifically to attend events such as the Jubilee celebrations and the Halloween Dance which we organised.

Phase 2 of the *Revival!* project will extend this boost to the local economy in like vein. Once the Hall is fully open, although the employment benefit of the renovation work will reduce, the availability of the facility for large-scale commemoration events, craft fairs, social gatherings and the like will continue to have a positive impact on our hospitality and tourist businesses.

### **c) What need or opportunity will the project address? How do you know there is local support for the project? Please provide evidence of community support with the application i.e. letters of support/consultation reports**

The residents of the villages, townships and crofts of the Aultbea community council area lost access to the one space suitable for indoor sports and games, dances, large audiences for music, drama and pantomime and a host of other regular and ad hoc activities when our Hall was closed for public use. The other meeting places in the area cannot accommodate the size and nature of such events that have been so much a feature of local life and leisure since the 1940s, so the loss of social cohesion has been significant. Lockdown, and the ongoing isolation, consequent of the Covid pandemic, brought home just how much Aultbea Hall meant to local people and exacerbated the feelings of loss and disengagement as social interactions have resumed elsewhere.

Local support has grown since the public meeting held on 6 October 2021 which unanimously rejected the proposal to dissolve the Hall Trust and dispose of its assets. As well as the first AGM for the Aultbea Hall Trust since 2018, there have been two further, very well attended, open meetings when we shared our

plans, (which were then put on general display in Aultbea Stores and the Aroma café, Mellon Charles). Contribution boxes for small change in the two local shops and another café have gathered in more than £1000 in donations, and ten local businesses sold raffle tickets on our behalf over the summer. More than 200 people have signed our supporters sheets to confirm their endorsement of the *Reviva!* project; Our active volunteers are counted in the dozens; and attachment 8 contains 15 exemplars of letters and emails of support for Phase I. These indicate the strength of feeling but do not reflect in full the breadth of community encouragement for the work being proposed. This can better be gauged by reference to our Website <https://aultbeahall.org.uk/> (to see the range of events we have organised, the memories we have begun to capture and minutes of our committee meetings) and to our Facebook page <https://www.facebook.com/groups/153352818475359/> which illustrates the engagement and gratitude of our social media audience.

**d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
External drainage: excavate and repair/replace defective old drainage system and reinstate grounds	February 2023
Floors: fit plywood base and non-slip sheet flooring to both kitchens & stage	February 2023 (kitchens) May 2023 (stage)
Manufacture of 8 structural supports to weld to roof supports and bolt into concrete floor	March-April 2023
Communications: install wifi and phone	March-April 2023
Exits (external): reconstruct external ramps and paths to meet all-ability access requirements to both main door and fire exit, including installation of wooden fence at roadside, and provide parking spaces for those with mobility needs	March-April 2023
Joinery: box in steel supports to walls; replace/repair stage access hatches; repair ceiling; replace stage stairs	April 2023
Purchase kitchen equipment	April 2023
Fire doors: replace 2x external fire doors; main hall entry; and top and bottom doors of escape stairway from upper floor + ironmongery	April-May 2023
Door repairs: kitchen to hallway; storage area doors in hall + ironmongery	April-May 2023
Windows: install 6 double-glazed units to main hall	April-May 2023
External masonry repairs	April-May 2023
Electrical system: Extend and fit out new electrical system to provide lighting, heating & sockets for main hall. Install emergency lighting for fire escape from top floor into main hall.	June 2023
Fire security: Extend new fire alarm system - cabling, detector base & commissioning	June 2023
Painting: main hall internal and remaining external	July 2023
Cleaning and setting up for Grand Opening	August-September 2023

**e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

- ❖ Demolition of the existing building, as once mooted, would have been at a serious cost to the environment; re-instituting it for community use demonstrates far stronger consideration of the environment - recycling at its best!
- ❖ The unrepaired and unused Hall was deteriorating rapidly, victim to the serious weather we experience on the shores of Loch Ewe, to visual and environmental detriment. Our repairs to windows, doors and the roof, and some exterior painting, have already helped to minimise the damage. The most critical work now is to renew the drainage system around the Hall to ensure there is no ground-level ingress of water - the storms of this autumn have already demonstrated vulnerability to rising ground water levels which we recognise should be remedied as the highest priority.
- ❖ The surrounding grounds have been maintained throughout the summer by a volunteer and the broken fence and signage have been replaced as part of Phase I work. So, we are already demonstrating that what had become an eyesore is now a respected community space. General site improvement will be undertaken by volunteers once drainage works are complete.
- ❖ Where still fit-for-purpose, we have reused and repaired equipment and fittings as part of the refurbishment of kitchen and toilets, and will continue this practice as a point of principle.
- ❖ As we had raised more match funding than foreseen, we invested in replacing some of the metal single-glazed windows with double-glazed units. Given sufficient funds, we will continue this improvement, particularly on the seaward side of the Hall.
- ❖ We have already replaced inefficient heaters and hand-dryers in the two-storey block and will complete the upgrading of the electrical fittings as we work on the main hall - this is a significant cost, given the space. In the longer-term plans, post-Phase 2, we envisage installation of heat pumps, but that is too ambitious and costly an undertaking for the present.
- ❖ That our contractors employ a mainly local workforce minimises the adverse impacts of travel to and from the Hall location.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

- ❖ The Hall is in a central location in the village, close to the social housing populace, so accessible for those without their own transport
- ❖ There is a ramp to the main door, the external railings already repaired (thanks to a North Highland Initiative grant), and access from the entrance area into the main Hall is not impeded by steps
- ❖ There are kitchen facilities on both levels and an accessible toilet on the ground floor. We have asked for advice from GAMS (Gairloch Aid and Mobility Support) on how to improve the fixtures and fittings for this, and we will also add baby-change equipment
- ❖ Improvements are required to ensure that the fire exit from the main hall is fully accessible, inside and out. This has been built into the cost estimates for Phase 2 work, as has the provision of designated disabled and parent/baby parking close to the main entry
- ❖ The impact of the full project will ensure that all local people and visitors have access to the facilities of the Hall. Visitors encompass both North Coast 500ers, and also many holiday home tourists in the area, staying longer-term and looking for indoor activities when the sun stops shining
- ❖ We are developing policies to ensure that there are no barriers of access to, or engagement with, the Hall's facilities and events and this will be a condition of each hire and use agreement with all groups and individuals.

**f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

Once Phase 2 is completed, we will have fulfilled our aims to reopen Aultbea Hall to the community. Given that it is of Second World War vintage, and a very basic construction at that, it will be both challenging in a

construction sense, and expensive to insulate and heat in a more energy-efficient way, although we will certainly explore that as a long-term goal.

Once back in use, the Hall will operate as a self-supporting community facility. We are confident that this is viable: there is a strong desire (and capacity) to restart long-established leisure, sports and youth-based groups who have been dispossessed of their home for several years now; there is pent-up pressure for new initiatives, both active/healthy living and educational and cultural; and there is recognition, given the pandemic experiences and the current cost-of-living circumstances, that people in the community, working together, can and should provide support for those who are vulnerable through isolation, lack of financial wherewithal or who would benefit from enterprise networking. The (near) completion of Phase I has demonstrated the strength of local effort to return the Hall to its place at the centre of local life and given confidence to those who once doubted that there was sufficient capacity within our villages and townships to now commit to active support and encouragement.

**g) Please outline how the project fits with other relevant local plans and strategies.**

The *Aultbea Hall Revival!* project will make possible, and be a base for, many of the ideas raised as part of the Planning for Real consultation process. This was launched at a meeting, organised by GALE, the local social enterprise, on 10 March 2019, attended by more than 40 local residents, just before all such had to cease. The range of ideas based in and from the Hall included environmental, recycling, social enterprise and mental health enhancement developments as well as restitution of the leisure and social facilities for folk of all ages. We are assured that Planning for Real will return to focus on the Aultbea area in the very near future, with longer term intentions (given the grant-funding required) to improve access and facilities at Aultbea Harbour/Pier Road (the road next to the Hall), which would help with the economic regeneration of the village and be a complementary project engaging local people in their community. But we make progress regardless!

The active Community Council is very supportive of our project as it is always seeking to develop the assets which contribute to the cohesion and life of the area. Re-opening Aultbea Hall will help move the village another step towards the '20 minute neighbourhoods' ideals, particularly if some post office provision can be relocated there in due course, with the current office having closed earlier this year and feasibility work having demonstrated that the only possible base for a replacement facility being in Aultbea Hall.

Finally, there is a 'Highland and Islands' imperative to retain population in, and encourage return to, this part of the world, particularly families who can contribute to sustaining school rolls. Many of those who have moved away, for college and career, wish to revisit people and place. A reopened Hall will offer a communal social space to return to and nurture nostalgia and connections that have the potential to bring local people back on a long-term basis. This has been a strong element in many postings on our social media forums.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES</b>
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**If YES, please detail below - provide evidence with the application if granted.**

<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
Building Warrant: Reference 22/01731/NDOM6 (final details requested are being prepared currently)	Yes. 11 October 2022	Pending

**SECTION 5: BUDGET**

**5.1 Main project expenditure** – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.

Budget Heading	Detailed costs	Revenue/Capital	Amount £ (incl VAT)
<b>Numbers refer to attachment 14 quotations</b>			
14.1. Repairs to steel supports	Manufacture 8 structural steel supports; weld to roof supports and bolt into concrete floor	Capital	10626
14.2. Joinery: wall, ceiling, doors [excl. fire doors], floorings	Box in steel supports; repair damage to ceiling; replace stage access hatches and stairs; install stable door between kitchen and hall + ironmongery; repair doors of 2 storage cupboards; fit plywood floors to both kitchens* and replace stage floor covering.	Capital	12367.20
14.2. Fire doors	Replace both external fire/exit doors & ironmongery; replace (blocked off) main door from entry area into hall with fire rated door & ironmongery; remove temporary blocking of stairway from the upstairs meeting room and install fire rated doors at top and bottom of that stairway	Capital	8223.60
14.2 Windows	Install 6x double glazed units to replace metal single glazing of main hall	Capital	3592.80
14.3 Electrical works	Extend and fit out electrical system as required for lighting, heating, sockets and for future stage fitting-out	Capital	18780.42
14.4 Fire security	Extend Fire Alarm System to main hall & stage - cabling, detector base and commissioning	Capital	4047.20
14.5 Floor coverings to two kitchens*	Fit floors of both kitchens with sheet flooring	Capital	1902.16
14.6 Paint	Purchase of external oil-based masonry paint and internal undercoat & eggshell; sundries (labour pro bono)	Capital	2010
14.7 Communications	Installation of broadband/wifi - materials only (labour for fitting pro bono)	Capital	769.74
14.8 Kitchen equipment	Ovens, pans, urns & kettles, cooking equipment & utensils	Capital	1445
14.9 External drainage & other ground works incl. mobility access*	Dig exploratory trench to track water ingress; renew/construct drainage required on field side of Hall & reinstate grounds.	Capital	6402.96
14.10 Fencing - roadside	Install wooden safety fence to roadside	Capital	400

Contingency	@ 5% of £70,567 estimated costs		3528
Total capital expenditure			<b>£74,095</b>
Total revenue expenditure			£0
<b>TOTAL PROJECT COST</b>			<b>£74,095</b>
Is VAT included in these costs?			Yes
Project expenditure before March 2023 (* Drainage works; Kitchens x2 flooring - plywood floor + covering)			£8,857.12

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Most of the attached quotations (attachment 14) are very recent; a couple (fencing and paint quantities) are estimates based on comparable work during Phase I which has been delivered this year.

We did obtain more than one quote for each aspect of the Phase I work, though, as usual on the west coast, there was little interest from larger Highland/Inverness based firms in work that is at least a 2 hours' drive from their base.

Given the more than satisfactory quality of their installations, we are minded, whenever possible, to continue to contract the same businesses for Phase 2 as have delivered on Phase I. The quotations attached reflect this. It also makes logistical and practical sense, as the electrician, joiner/builder and fire security company know exactly what is needed to complete the tasks, extending what they have already undertaken. It is also evident that their interest in and loyalty to the project (many, whilst hammering away, reminisced about times past when they were children making good use of the Hall facilities!) resulted in considerable *pro bono* hours, (often beyond the usual working day), and their involvement has brought further community commitment to the cause.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
Aultbea Hall [SCIO]	(Own funds - will be supplemented by further fundraising)	Yes	11,000
Now that we have detailed cost estimates and have submitted this application at short notice, we will be applying to the following Trusts in December/early January. All favour Scotland-based projects and supported the community aspects of the £2.4M Gairloch Museum project which completed in 2019. Stafford Trust Hugh Fraser Foundation Gordon Fraser Foundation	(In progress) December 2022	Not yet known	11,000
Tesco Community Funding (accepted for Ullapool in-store vote Jan-Mar to win £500 or £1000 or £1500. We aim to win!)	Yes: September 2022	Total known in March 2023	1500

<b>Total match funding</b>	<b>£23,500</b>
<b>CRF requested</b>	<b>£50,595</b>
<b>Total project cost</b>	<b>£74,095</b>

## 6.2 Will the project involve “in kind” support?

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

### Please detail:

Our Phase I project has demonstrated that the original offers of practical voluntary support have been more than delivered in practice These came from

- ❖ IT, social media and marketing professionals
- ❖ Architect
- ❖ Chartered engineer with specialist steel structures expertise
- ❖ Local builders
- ❖ Professional painters
- ❖ 40+ local residents offering their time and expertise with project management and delivery; administration; finance management; fund-raising; catering; event organising; painting and decorating; building maintenance; publicity and the myriad of other activities which are essential for a successful community project.

No-one from the original group of ‘core’ volunteers has dropped out, many more have signed on since, delighted to help progress such a successful project, and we have yet to be thwarted in any of our endeavours by a lack of people-power.

## 6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?

The project to fully reopen Aultbea Hall has been gaining momentum ever since the first public meeting a year ago, and the progress in delivering Phase I has already demonstrated our capacity to undertake all aspects of what is required. Public funding now will enable Phase 2 of the *Revival!* project, which is ‘oven-ready’, to be completed within the shortest timescale and as an efficient programmed whole, rather than in a piecemeal way, and will enable the community to concentrate its significant efforts on the activities and events based in and from the Hall, rather than prolonged fundraising.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### 7.1 Will the project generate revenue? *Please provide a copy of the budget forecast with the application.*

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

### 7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?




<b>7.3 Have you considered taking out a loan for the project?</b>	
YES / NO	
Please state your reasons:	
<b>7.4 Have you had support from other organisations in developing the project?</b>	
<b>For example:</b>	<b>Details</b>
<b>7.5 Have you previously received public funds for the organisation?</b>	

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
<b>Signature:</b>  	<b>Print:</b>  Fiona Mackenzie	<b>Date</b>  8 December 2022



<b>8.2 Supporting documents checklist.</b>		<b>YES / NO or Not applicable</b>
<p>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why.</p> <p>Please refer to the guidance note on how to name/label the documentation.</p>		
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	Yes
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	N/A yet
<b>6</b>	<b>Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.</b>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos ??</b>	Yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	NR
<b>10</b>	<b>Relevant insurance policies</b>	Yes
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	NR
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
<b>13</b>	<b>Partnership agreement</b>	NR
<b>14</b>	<b>Quotations for work</b>	Yes
<p><b>Notes ref. attachments</b></p> <p>Note for (3): Evidence attached of building application submission. Decision awaited but all discussions to date indicate it will be granted.</p> <p>Note for (4): Currently, as we are not open to the public, we have not finalised any policies, though drafts of our Equalities and Diversity Policy and Health and Safety Policy and Guidelines are being worked on (see attachment 4). We have risk assessments relating to ongoing volunteer and community activities which are also on the attachment.</p> <p>Within the Hall committee, a number of us have considerable experience of developing relevant policies from our active involvement with a range of other community-based organisations. We are being advised by Susan Maclean, Family Worker for the Loch Ewe Community Church, about safeguarding issues. We have also been given access to templates from another local village hall to help us on our way. So this is a work well in hand.</p> <p>Note for (5): Given that this is the first funding application made for Phase 2, and the very short timescale to submit it, we will be making funding applications through December/early January to other potential grant givers.</p> <p>Note for (6): There are two bank accounts - a deposit account which shows a balance of £15,581 and the Treasurer's working account which shows a balance of £419. Total is therefore £16,000+. This demonstrates that we already have to hand the £11K matched funding we are committing to Phase 2 of our project.</p> <p>Note for (7): Our financial year ends 31 December. We attach the account we inherited and signed off at the first Trust AGM on 7 April 2022 - but it is not relevant to current circumstances as the Hall was closed 2018-2021 and there was no income or expenditure of any significance!</p> <p>Note for (8): In addition to the letters received for Phase I of the Revival! project, almost 200 people have signed our supporters form and about 50 volunteers have actively contributed to fundraising events, publicity, cleaning, painting and the many other tasks which have contributed to the project's progress to date.</p>		

**Declaration what the remaining bank balances are for:**

£11K of our reserves are committed as match-funding for the *Revival!* project.  
We also need to have in hand sufficient funds to cover the running costs of the Hall (particularly energy-based, insurances and public entertainment licence) in the initial period, until it becomes self-sustaining through community usage. We are planning further fundraising events in spring 2023 and ongoing.

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



## Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

### SECTION 1: PROJECT SUMMARY

<b>1.1</b>	<b>Project reference number</b>	CRF1018	
<b>1.2</b>	<b>Organisation</b>	Balmacara Community Trust	
<b>1.3</b>	<b>Project title</b>	Restoration of Balmacara Old Mill Hall <b>ROOF REPLACEMENT</b>	
<b>1.4</b>	<b>Project costs</b>	<b>Total cost of project</b>	<b>£71,760</b>
		<b>Match funding</b>	<b>£10,000</b>
		<b>Grant requested</b>	<b>£61,760</b>
<b>1.5</b>	<b>Start date</b>	2019	
<b>1.6</b>	<b>End date*</b>	Ongoing, roof reinstatement by 31/03/2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

#### **1.7 Which of the following themes will the project meet? Please choose ONE theme.**

<b>People</b>	
<b>Place</b>	X
<b>Economy</b>	
<b>Environment</b>	

#### **1.8 Privacy Notice**

Please confirm you have read and understood the Community Regeneration Funding privacy notice: [Privacy Notice](#)

**YES**

## **SECTION 2: CONTACT DETAILS**

2.1	Main contact name	Mike Shucksmith
	Contact number	
	Alternative contact number	
2.2	Position	Chairperson
2.3	Address	
	Postcode	
2.4	Email address	
2.5	Website address	<a href="http://www.balmacara.scot">www.balmacara.scot</a>

## **SECTION 3: ORGANISATION DETAILS**

3.1	Organisation type	Please indicate (x)	Organisation number
	Company limited by guarantee	X	SC703469
	Constituted group		
	Public body		
	Charity	X	SC051242
	SCIO		
	Other (please specify)		

3.2	Are you applying on behalf of a partnership and is your organisation the lead applicant? <i>Please provide partnership agreement with the application.</i>	NO
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3.3	Is the organisation VAT registered?  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	NO
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3.4	If the organisation is VAT registered, please quote number.	
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3.5	Is the VAT related to the project being reclaimed from HMRC? <i>Provide relevant details i.e. details of exemptions.</i>	Whole	Partial	None
				X

Details:				

3.6 Project delivery team	
Name	Job title/area of work
Mike Shucksmith	Chairperson
Mick Watts	Vice Chairperson
Bridget Horne	Treasurer
Calum Maclean	Architect
Full Board detail and biographies supplied	

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
The project is being delivered in IV40 8DJ and relates to the Balmacara Old Mill Hall located on Balmacara Square.
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Yes, Balmacara Community Trust took ownership of the Old Mill Hall 18/02/2022.

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p><b>Sustainable/viable:</b>  Balmacara Community Trust and its predecessor Balmacara Hall Community Committee has been working to restore the Old Mill Hall since 2019. It has been able to work with the Impact Hub and a specialist heritage architect, MAAC Studio, due to funding support from the Architectural Heritage Fund. A full consultation and feasibility study was completed along with outline design and then the final design was assessed, and a Business Plan created. This plan shows the restored hall as a self-sustaining community asset able to employ one 0.5FTE post too. As a community asset, to the local people the hall would be an invaluable internal gathering space that has been lacking since the 1980's.</p> <p><b>Providing value for money</b>  With no internal gathering space for the community living in Balmacara, the centre of the NTS estate of Balmacara its residents have been disadvantaged for several years, we hope to rectify that and bring back a heritage asset dated to the same era as The Steadings. The hall is the only building left un-developed in The Square and has fallen into despair. With the roof collapsing the day after we took out insurance, we need to quickly save the structure</p> <p>Restoration of the hall will bring completion to the village and bring back the history as we plan to restore the hall to the external features it had in the 1800's. With a history associated with crofting, farming, education, and community gathering all having taken place in the structure at some time, its heritage places a need to restore it along with what it would provide to the community.</p> <p>Economically restoration as a maker space (two floors of open space that can accommodate many different activities from fitness classes, parties, board game evenings and producers' fairs as examples) the hall has potential to bring in local people as well as those from further afield due to interest. Interest in the area will increase and restoration provides heritage benefits and value for money as the asset will be self-sustaining for the community Trust. (Places theme)</p> <p>The project is being driven by volunteer effort.</p>

### **Providing Additionality**

Without restoration and most relevant to this application, the saving of the structure by replacing the collapsed roof, no further work would be likely. We cannot place a timeframe on when damage to the walls as structures will occur. We hope to save that structure by making it watertight and that will literally save the project as we seek further capital grant funders (dialogues being open and applications being placed including a full application to Historic Environment Scotland) by buying us time. By this I refer to the timeframes involved in securing further funding support.

Our own fundraising efforts continue, and our Facebook page provides that illustration ([\(1\) Friends of The Old Mill Hall | Facebook](#)) the Community is right behind this work.

With independently and consultant led feasibility and business planning the risks associated are mitigated. However, these desirable outcomes cannot be realised without financial intervention leading to extensive repairs.

The project is community led and will lead to significantly improved local amenities for the community and wider area, whilst preserving local heritage and a building in keeping with others in the immediate area. (Places theme)

### **Able to evidence local support/local benefit**

The Impact Hub completed a full community and stakeholder consultation, and the findings were clearly presented in the Business Plan. Feedback was used in the feasibility study to determine the best restoration design for the hall assuring the community voice was heard. This has shaped the project and we continue to respond to community input.

The consultation data was all highly positive, and the community response has been overwhelming. This continues through support at the regular fundraising activities. We have also documented support from the Rt. Hon. Ian Blackford MP who has also attended one of our fundraisers, the Lord Lieutenant of Ross, Skye, and Cromarty Joanie Whiteford who has supported a fundraiser and our Community Gala, the National Trust for Scotland as well as Kate Forbes MSP.

### **Able to evidence positive impacts for communities and/or the local economy.**

We have illustrative cashflows within the Business Plan and can forecast an operating surplus. Additionally, the increased footfall will serve the local economy further – the local café can offer offsite catering that can be brought to the hall (referrals being made to the café too) along with the local gallery benefitting from our own activities at the hall with visitors making the short walk to the studio.

Hall activity can also be linked to the local Estate too, with land that contains a Specific Area of Conservation – Coille Mhòr, which is highly valued for walking and cycling. [Walk: Coille Mhor, Balmacara, Highland | Countryfile.com](#). We will bring to the hall further activities including recreation, fitness classes and improve visitor infrastructure and places of interest. (Places theme)

The community will have its own gathering space, particularly favourable during the shorter days when evening gatherings can be organised offering social and mental health benefits. The hall offers commercially economic benefits as well as those more adept to community life. (Places theme)

## **(b) How will the project benefit local communities or the local economy?**

An assessment of demand for the hall following refurbishment was able to feed the cashflow illustration in the Business Plan with a 3-year forecast. The anticipated demand for the hall provision was outlined based on research from community consultation, the economic, social as well as the environmental impacts it also identified. A facility that is multi-purpose, with various uses and clients at different times, builds resilience into the development, as well as lowering the development costs and offering a unique facility in the area.

Section 5 of the Business Plan provides an assessment of the Social, Economic and Environmental Impacts of the hall refurbishment.

Financially the project is viable, but equally important was the resounding support that the community provided during consultation. During the traditional visitor season, the hall could be used as a maker space, with clear, flexible, open plan floor areas on the first and second floors that could be let as a self-contained studio or exhibition space for creative businesses. This would attract visitors to the community as well as

provide much needed space for creatives. (Places theme)

During the winter /closed season, the space would be available for more community focussed events and bookings, this would help create a balance between income generation and community support activity.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The recognition that Balmacara as the centre of the Balmacara NTS estate not having a social gathering space since the 1980's was the catalyst to the project. Several attempts having been made previously to restore the hall without success. All attempts have failed due to funding, the last being in 2010. Since then, the hall has deteriorated, and the roof collapsed inward in 2020. Locals still talk of the parties and celebrations they attended in the hall as children and one of the images on our website [www.balmacara.scot](http://www.balmacara.scot) shows a young girl dancing, Jolene is now the Secretary for the Trust.

Consultation with stakeholders and the community was carried out during February and March 2021. Both the survey and interviews covered questions relating to restoring Balmacara Hall for the benefit of the community and the provision of a multi-use hall.

98% of respondents were supportive of the idea of renovating the Hall for the benefit of the community, stating that they would attend events there, and it would be a useful resource to help bring the community together.

Respondents in the survey and in interviews showed support for a wide range of possible services and facilities, with public toilets, a kitchen, meeting rooms/office space, and laundrette facilities being ranked highest. Respondents also indicated they would be likely to purchase drinks and snacks at hall events, providing a possible additional source of income for the hall. Facilities that were possible were all included in the final design.

Community support continues through the frequent monthly fundraising activity and the development of a specific Fundraising Group to plan and manage these events shows the level of support with more individuals being involved than the Board Directors.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

**We acknowledge other work and funding is required to restore the hall fully, this application relates to saving the structure through replacing a roof and we therefore focus the funding detail on that element.**

Activity name	Achieve by (date)
AHF Viability Grant RIBA0-2	Completed 2021
AHF Development Grant RIBA3 (70% AHF Funded, 30% BCT)	Roof elements completed 11/2023
Invitation to Tender for the Roof replacement deadline	25/11/2022
<b>Appointment of preferred Builder (pending CRF Funding)</b>	<b>02/2023</b>
<b>Start of Roof replacement (pending CRF Funding)</b>	<b>04-2023</b>
Planning Application (warrant for roof)	02/11/2022 Ref 22/05117/LBC
BCT Fundraising Efforts	Ongoing



**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

Table 6 in Section 5 of the Business Plan shows the Social, Economic and Environmental of the various aspects of the proposed uses of the renovated Hall. Frequent discussion over the reuse of fallen slates have taken place and a full Energy Assessment Report has been completed by to help us establish the preferred heating system by Harley Haddow.

Less travel to other places to access services will have positive environmental impact. Environmental impacts of all building activity is now essential with best practice and guidance being adhered too. The building will also be suitably insulated.

A consideration being built into design is black waste disposal for campervans. This will be dependent on predevelopment enquiries to Scottish water; we are also considering EV charging points as we own an area of the local car park.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

Balmacara Community Trust does not exclude or disadvantage, nor plans to exclude or disadvantage any potential or users of the hall once restored.

It does plan to support all community members by offering activity and gatherings in the hall to promote inclusion and improve mental health and wellbeing through a variety events and interests.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The CRF funding we have applied for is to save the structure. With no roof and the weather now able to get into the building, replacing the roof and making the hall watertight is the priority. This will provide due relief to the Trust that the structure is safe.

If the roof was not to be replaced quickly, water ingress into the wall heads will occur and the walls will fail. We would lose the hall and be unlikely to rebuild it. The history and heritage it has will be lost forever.

We are therefore hopeful that the CRF fund, replacing the collapsed roof, will be able to save the whole project, it will enable capital funding applications to continue being submitted to redevelop the hall further and bring the hall back to life as community asset to cherish.

The Cash Flow Projections in the Business Plan Section 7.3 provides narrative to the financial illustrations for the 3 years post renovation. Although a forecast, it does provide an indication of potential and that a surplus of around £2700-3700 is possible. The aim is therefore to realise this potential and operate the hall as a self-funding community asset.



**(g) Please outline how the project fits with other relevant local plans and strategies.**

The hall has an amazing history as a water powered sawmill, it is linked to crofting and then education before coming into community ownership in 1946. Lady Hamilton betrothed Balmacara Estate to the NTS and the Hall to the community. The heritage and history needs preserving.

We hope the hall will become part of the Small Halls Festival with SEALL following restoration.

In time we hope that the small hall we are trying to save will be able to contribute positively to where we live, creating a place to thrive and for visitors - a welcoming place with activities that will interest many. This fits with the Highland Councils key goals, we just hope we can achieve ours by saving this beautiful building.

<b>4.4</b>	<b>Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes (include date)</b>	<b>Granted – Yes (include date)</b>
Building Warrant	Yes	30/11/2022 Ref 22/01825/NDOM6

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.**

**We acknowledge other work and funding is required to restore the hall fully, this application relates to saving the structure through replacing a roof and we therefore focus the funding detail on that element.**

<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
	Demolition of lean to and asbestos survey	Capital	6,210
	Roof replacement	Capital	53,590
	Total capital expenditure		£59,800
	Total revenue expenditure		£0
		VAT	£11,960
	<b>TOTAL PROJECT COST</b>		<b>£71,760</b>
	<b>Is VAT included in these costs?</b>		<b>YES</b>
	<b>Project expenditure before March 2024</b>		<b>£71,760</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

MAAC Studio, our heritage specialist architect was commissioned for RIBA 0-2 and for RIBA 3. Part of the scope of work was to take the work out to tender.

7 builders were invited to tender for the roof replacement contract and 2 responded. Caleb Moore was chosen from a scoring methodology. We therefore have invited tenders to assure reasonableness of costs.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
Balmacara Community Trust (30% or RIBA 3 costs)		YES	£5,494
<b>Applicable to roof replacement</b>			
Balmacara Community Trust		YES	£10,000
<b>Total match funding</b>			<b>£10,000</b>
<b>CRF requested</b>			<b>£61,760</b>
<b>Total project cost</b>			<b>£71,760</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

Volunteers have been working on the Hall restoration project since 2019. We have raised funds, coordinated work effort, and administrated a significant amount. Establishing Balmacara Community Trust as a charity and taking ownership of the hall being major achievements.

We have brought back the Balmacara Gala following a 30-year break and have the community backing the project. The gala is set to continue into 2023 and all proceeds continue to go to the restoration fund.

This work continues.

Balmacara Community Trust will continue to Project Manage this restoration.

**6.3 Please explain why public funding is required to deliver the project. Will the project**

### happen without funding support?

Our fundraising work is going well, but community donations and support at events will not be able to generate the amount of money required to restore the hall.

Our immediate concern is that of the building structure and hence prioritisation over the reinstatement of the roof, saving the stone walls and without a doubt the ability of the project to move forward. The risk of the project failing becomes significantly mitigated with a new roof and we can continue with the work with less concern than we have.

We have placed grant applications with MOWI and Scottish Sea Farms and are working with Historic Environment Scotland having been invited to place a full funding application. It will never be a lack of community effort that slows us down.

Further applications for funds will be placed in the new year as opportunities reopen.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### **7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**YES**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

Upon full restoration the hall will be self-sustaining based on forecast. This is demonstrated in the Business Plan which we provide

### **7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

Restoration would not present a competitive enterprise in the immediate area.

### **7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

At this stage we would be concerned that fundraising effort, which is variable, would not be able to support regular repayments.

### **7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

**Architectural Heritage Fund**

RIBA 0-2 Grant Funding (Viability Grant)

**The Impact Hub**

Feasibility Study and Business Planning (funded by AHF as

	above)
<b>Architectural Heritage Fund</b>	70% Funding towards RIBA 3 (Development Grant)
<b>MAAC Studio</b>	Appointed architect RIBA0-3 (funded as above)
<b>Historic Environment Scotland</b>	Professional advice and guidance
<b>HIE</b>	Professional advice and guidance
<b>The Highland Council</b>	Help and support when the roof collapsed
<b>TC Young Solicitors</b>	Professional services to take the transfer of ownership
<b>Jan's</b>	Free Heras fencing to secure the hall site

### 7.5 Have you previously received public funds for the organisation?

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

<b>Funding</b>	<b>Year of award</b>	<b>Amount £</b>
Ward Discretionary Fund – support towards legal fees	2021	£600
Ward Discretionary Fund – support for the Community Gala	2022	£510

### **SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1</b>	<b>Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
	<b>Signature:</b>	<b>Print: M. Shucksmith</b>	<b>09/12/2022</b>

<b>8.2</b>	<b>Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>	<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes

3	<b>Permissions – i.e. planning, building warrants, marine licences</b>	Yes
4	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	No
5	<b>Confirmation of match funding letters</b>	No
6	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	Yes
7	<b>Annual financial accounts – latest available</b>	NA
8	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos within Feasibility Study and Business Plan</b>	Yes
9	<b>Business plan (revenue generation projects only)</b>	Yes
10	<b>Relevant insurance policies</b>	Yes
11	<b>Job descriptions (CRF funded posts only)</b>	No
12	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	Yes
13	<b>Partnership agreement</b>	No
<p><b>Reason for missing documentation:</b></p> <p>BCT has not been in operation sufficiently long enough to need any Financial Accounts at this time.</p> <p>We do not employ any persons and so H&amp;S policies etc. are not yet required.</p> <p>BCT is the only organisation contributing to the restoration of the roof.</p> <p>We have no funded posts, CES declined our EOI, applying to the Fores Trust 12/2022.</p> <p>There are no partnership agreements in place.</p>		
<p><b>Declaration what the remaining bank balances are for:</b></p> <p>£5,494 is committed to the RIBA 3 stage of development. This equates to 30% of this development stage. We are claiming 70% from AHF as and when invoices are presented.</p>		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1</b>	<b>Project reference number</b>	CRF 1056	
<b>1.2</b>	<b>Organisation</b>	Strathpeffer Residents' Association	
<b>1.3</b>	<b>Project title</b>	Strathpeffer Community Park	
<b>1.4</b>	<b>Project costs</b>	<b>Total cost of project</b>	£155,979
		<b>Match funding</b>	£56,000
		<b>Grant requested</b>	£99,979
<b>1.5</b>	<b>Start date</b>	March 2023	
<b>1.6</b>	<b>End date*</b>	March 2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	People
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Graham Macdonald
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Vice Chairperson
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	<a href="https://www.strathpeffercommunitypark.org">https://www.strathpeffercommunitypark.org</a>

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
Company limited by guarantee		
Constituted group		
Public body		
Charity		
SCIO	x	SC046287
Other (please specify)		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
			X

<b>Details:</b>

3.6 Project delivery team	
Name	Job title/area of work
Graham Macdonald	Funding Manager
Gavin Scott	Delivery Manager
Wider SRA board	Various supporting roles

## SECTION 4: PROJECT DETAILS

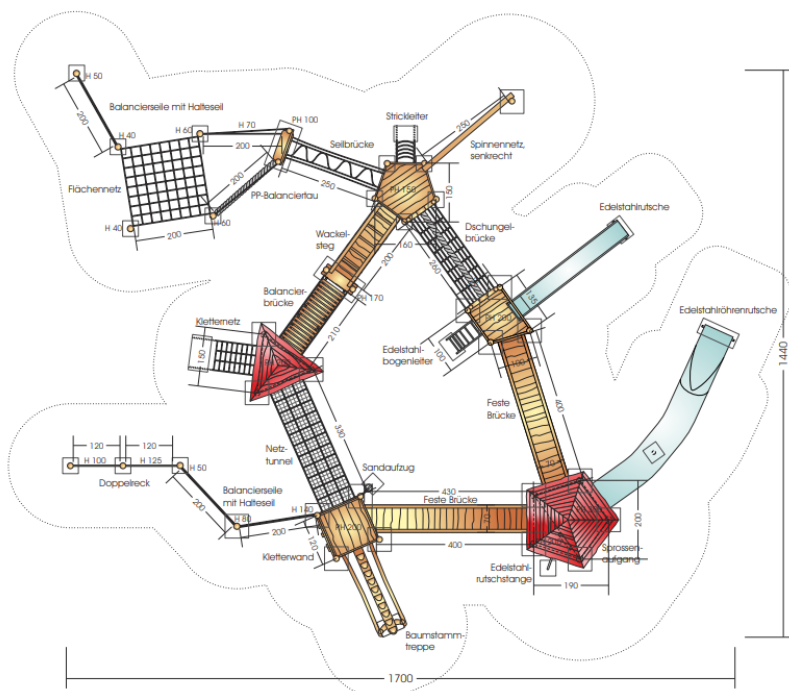
Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Strathpeffer Community Park, School Road, Strathpeffer IV14 9AG
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
YES. The land involved is in the ownership of the Strathpeffer Residents' Association (SRA) following a Community Asset Transfer from the Highland Council.

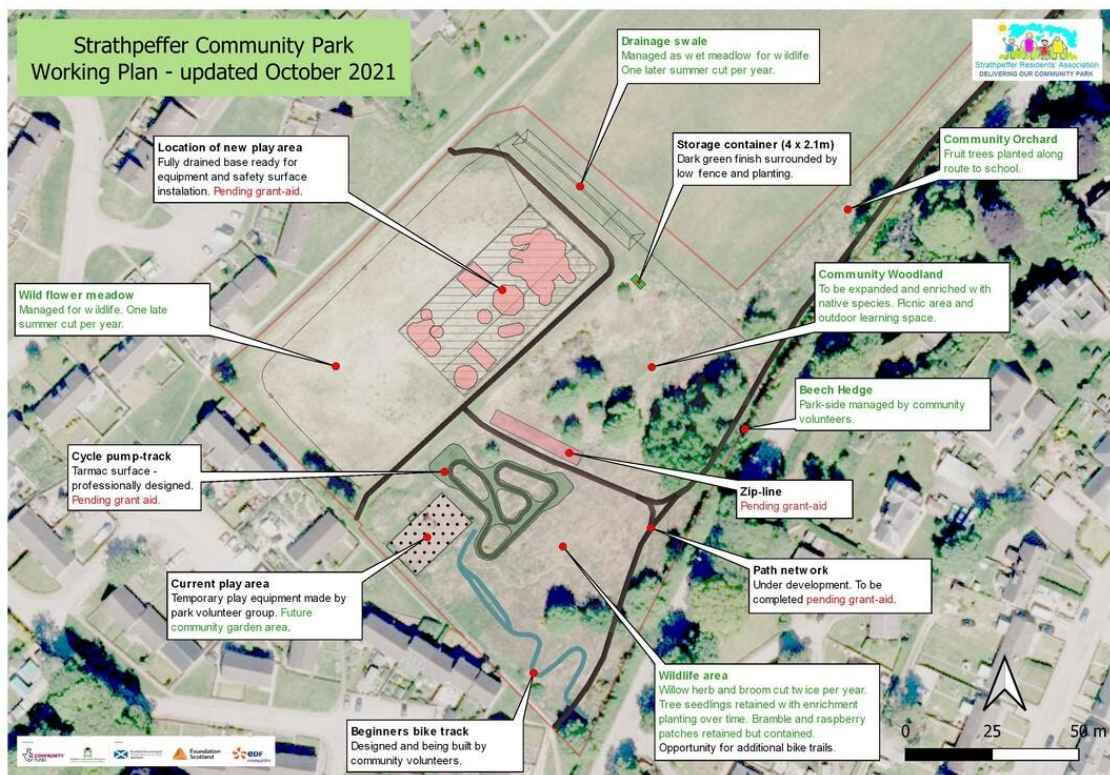
4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>Creation of a community park in the centre of the village, between the primary school and Ord Terrace.</p> <p>The wider park project will provide recreational facilities for all members of the local community from toddlers through to senior citizens.</p> <p>This is an ambitious project but we've made fantastic progress over the past ten years having already:</p> <ul style="list-style-type: none"> <li>• Purchased the land from the Highland Council</li> <li>• Obtained full planning permission</li> <li>• Installed major drainage infrastructure and a base for our future park with major funding from the Town Centre Fund, EDF Corriemoille Foundation Scotland, a local trust and EB Scotland.</li> <li>• Installed an equipment shed with park management tools for use by our growing team of volunteers</li> <li>• Planted our community orchard (35 fruit trees) with a lot of help from the primary school and local cub pack</li> <li>• Expanded our native woodland area, with a lot of help from the primary school and local cub pack</li> <li>• Tidied the site up beyond recognition, making it a safe place that the primary school are using on a regular basis. Regular volunteer sessions are held, with volunteers making the park a fantastic place to spend time.</li> <li>• Installed our all-ability path network creating access for all and a new safe route to school for our primary pupils.</li> </ul> <p>This grant will enable us to deliver one of the final capital phases, creation of an inclusive play area for our community's children. A plan of the proposed play park can be <a href="#">viewed here</a>, and note that this application will deliver the first phase of the play area to include:</p> <ul style="list-style-type: none"> <li>• Multi-activity climbing frame</li> </ul>



- Spinning disc (inclusive play item)
- Basket swing (inclusive play item)
- Transport, Health and Safety and installation



**Project Robustness:** The project is at a mature phase and ‘shovel-ready’. It has been well planned with planning permission secured. All planning conditions have been discharged, including provision of drainage, flood mitigation and all-ability access paths. We maintain a regularly reviewed business plan (on our website) and we have to date demonstrated our ability to manage and deliver £210,000 worth of contracts funded by 14 successful grant applications. We have developed the park project in phases to ensure we deliver assets and minimise liabilities at every stage. Our business plan includes a risk register.



Please look at our [project website](#) if possible. It illustrates, much better than we can in this application, the tremendous progress we've made so far. Our [News and Events page](#) in particular provides a chronical of the immense amount of community involvement and progress across many local and regional priorities over the years. We are very proud of what we've achieved so far.

#### Response to panel members' feedback:

Following panel members' feedback on our EOI, we approached the Highland Council play park team in the hope they could enter a partnership with us by purchasing the equipment on our behalf (thereby meaning we wouldn't pay VAT). We were advised that this is no longer possible and would be deemed evasion of tax. We also enquired about funding but were advised that nothing is currently available

Feedback also recommended we reduce the total value of funding requested from CRF by phasing the play area delivery. While splitting delivery of the play area into two phases will increase the long-term costs of delivery and installation, we absolutely recognise the limitations of the fund. This initial play area phase will deliver the main climbing frame and inclusive all ability equipment (including safety surface). A future second phase will deliver the remaining items to deliver our full community-led [play area plan](#).

We have also secured, or have an achievable plan to secure, additional match funding based on the committee's recommendation. As a result of the phasing and this match-funding we have considerably reduced the amount requested from the CRF.

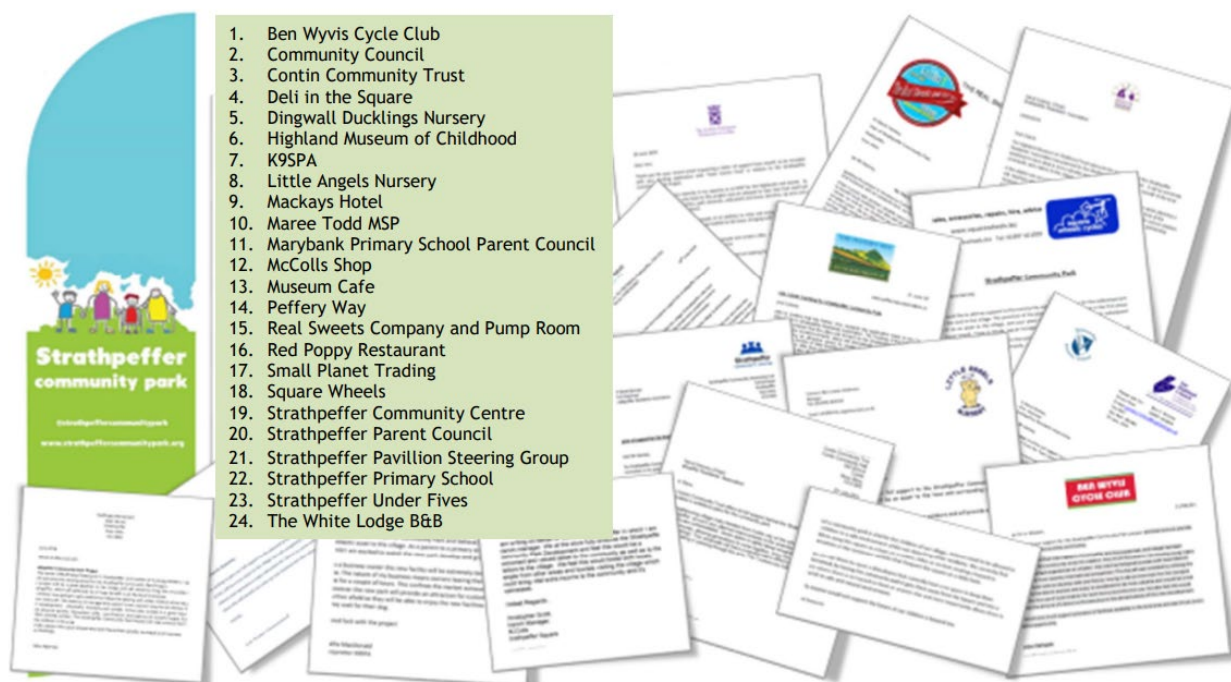
We hope this demonstrates our commitment to maximise the value you are able to deliver across our region with this year's CRF fund.

However, please note that we could scale our request **up** if funds were to allow and also have a limited ability to **reduce** our request by substituting one of the items of equipment if it made the difference between us being made an award or not. We would welcome the opportunity to discuss,

**(b) How will the project benefit local communities or the local economy?**

Part of our purpose was to help stimulate a sense of community with facilities where local people could meet, build links and a feeling of belonging. By creating a local facility for local people, we are adding to the Community's Wealth in a broad sense, e.g., mental and physical health. The park will provide high quality active play opportunities for our children and young adults, providing an important foundation for future health.

By creating a good quality Park for local people will also have an economic impact on the Town Centre as most people who visit a Park also look for refreshments (teas, coffees, ice cream etc). These would be available within a 5-minute walk of the Park. The economic value has been recognised by letters of support from 24 local businesses and groups (Individual letters can be provided on request):



**(c) What need or opportunity will the project address? How do you know there is local support for the project?**

Everyone living in Strathpeffer lives within a 20-minute walk of the Park. An open space audit of Strathpeffer was carried out as part of the 2015 Feasibility Study. This identified ample amenity space, but which is of low quality and with negligible provision for positive use and activities within those spaces. The need for a community park is evidenced through SRA consultation (below) and was also a key development identified through consultation for the [Strathpeffer Community Council Community Action Plan](#).

The 2020 Scottish Index of Multiple Deprivation figures show that one datazone in Strathpeffer is ranked 42nd out of over 6000 in Scotland for geographic access to services. The provision of a new park and the proposed projects within will look to directly alleviate this. Limited access to services has a negative effect on the quality of life, and often motivates individuals and families to relocate. In addition, a review of the surrounding region showed few sites providing equipped play and no community growing areas. There is easy access to the countryside, but this primarily provides for walkers and mountain bikes on more demanding trails.



For children and younger families, for teenagers, for people with mobility issues and for many of the elderly, there is little to offer without travel out of the village, which costs money and impacts on the environment.

And while there are other play park facilities (one in our 'area of benefit') none of them are in Strathpeffer and can only be accessed, by most local people, via car or public transport.

We are delivering elements for all of our community but one of our biggest ambitions is to provide a much needed all ability play area for our village's children.

Our whole project is based around community ownership. SRA has a membership of 245, 209 of which are from the SRA's defined area of benefit. The community voted to buy the land which SRA holds on behalf of the community.

The project has evolved from public demand and has overwhelming community support. There has been extensive community consultation to assess support, including 4 public meetings, a community survey<sup>1</sup>, an open day and canvassing local schools. In addition, SRA has held a number of well-attended volunteer days to begin tidying up the site.

The next stage of our project is to install play equipment on the completed base. During the design phase extensive research and site meetings were carried out, and a competitive tendering exercise was conducted, assessing match to our community's specifications, cost and sustainability, to appoint our contractor, Sutcliffe Play.

<sup>1</sup>We consulted by :

- Delivering 750 questionnaires door to door in the local area (of which 348 were returned) highlighted the overwhelming support (97%) from local residents for improvements to the park area. The provision of exciting play equipment was a key request from the community
- Staging an Open Day was held at the Community Centre, attended by 79 members of the public through the day. There was an exhibition that related specifically to the subjects covered by the questionnaire. The exhibition remained up in the Community Centre for a week after Open Day. The Open Day was advertised in local press, on local radio and via posters.
- Engaging Secondary school age youngsters, who travel from Strathpeffer to Dingwall Academy were 'canvassed' at the school bus queue, handed a flier and invited to complete the questionnaire and come to an Open Day.
- Consulting Primary School children, including Nursery Classes, all visited the Open Day, in groups.

Ongoing communication via our [website](#), [Facebook page](#), [Twitter feed](#), local press articles, email updates and posters.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
All match funding confirmed	March-June 2023
Equipment order submitted	June-July 2023
Installation of Play Equipment supplied by Sutcliffe play and safety surface onto the pre-prepared base.	September-November 2023
Launch event	November 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The project is committed to increasing biodiversity on the site, following our biodiversity and tree plans. The swale installed to manage the drainage of the site, is now planted with native wetland species. The landscaping includes a large wildflower meadow, a bug hotel and multiple habitats for various native species (see our [Nature page](#) for more details). Trees planted in the park, as well as reduced car journeys to play areas out with Strathpeffer, will offset emissions caused by construction, transport and installation of the equipment.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

As enshrined in our [Equality and Diversity statement](#), the SRA is committed to treating all people equally and with respect irrespective of their age, disability, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

The path network has been built, and play equipment has been designed, to be inclusive for all abilities and ages.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

The legacy is a playpark that has been designed for maximum lifespan (20 to 30 years) and minimal maintenance e.g., by choosing high quality, durable and fire-resistant timber (*Robinia*) as the primary construction material. The SRA is formed in a manner that will continue to raise funds and support and develop the community park. There is a growing community volunteer group, who meet at minimum once a month to continue to develop the park for all to enjoy. We have a track record of raising income to maintain and develop the park and this will continue into the future with support from the Strathpeffer Community Development Trust, an umbrella organisation for collaborative community development.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The SRA have been involved with the development of the *Strathpeffer and District Community Action Plan*, which is working towards a plan for the whole Village to develop in a positive manner. The development of the park is a fundamental aspect of this plan.

The community park is being developed with close links to the Primary school, which is located at the entrance to the park. Outdoor schooling, outdoor space / forest area is fundamental to the school's future educational plans.

Our wider Strathpeffer Community Park project fits with following additional plans and strategies:

*Highland Nature: Biodiversity Action Plan 2021 – 2026* e.g. [community orchard](#), nature-rich SUDS, wild-flower meadow, native woodland planting.

*Highland Food Growing Strategy* through the establishment, in 2022, of our [community orchard](#), accessible to all.

Our park is consistent with the draft *Inner Moray Firth Local Development Plan* for Strathpeffer in that it enhances tourist attractions and facilities, enhances natural heritage features, retains the greenspace and green networks in and around the village. We are a little disappointed that this plan doesn't make reference to the importance of high-quality outdoor play opportunities for children, but perhaps this will be addressed before the final plan is published.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES</b>	
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>
19/03841/FUL	YES 2019	March 2020

## **SECTION 5: BUDGET**

See Sutcliffe Play quote SRA Qte 059 Quotation.pdf for full quote (Phase I & 2). We have extracted the lines relevant to Phase I (this application).

<b>5.1 Main project expenditure</b> – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Play equipment (Supply)	Maple Tree Forest Climbing Playground	Capital	£60,273
	Giant Spinning disc - 2.5m	Capital	£7,643
	Combination swing with two flats and basket seat	Capital	£4,067
Play equipment (Install)	Maple Tree Forest Climbing Playground	Capital	£6,500
	Giant Spinning disc - 2.5m	Capital	£1,200
	Combination swing with two flats and basket seat	Capital	£800
Safety surface (% of quote for phase I)	Supply and spread	Capital	£20,000
Delivery		Capital	£28,000
H&S setup and inspections		Capital	£1,200
Grass mats		Capital	£300

VAT		£25,996
Total capital expenditure		£155,979
Total revenue expenditure		£0
<b>TOTAL PROJECT COST</b>		£155,979
<b>Is VAT included in these costs?</b>		<b>Separate line</b>
<b>Project expenditure before March 2023</b>		<b>£0</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

- Full open tender conducted in 2019
- Quote from Sutcliffe Play updated June 2022

## **SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

<b>Name of funder</b>	<b>Applied YES / NO (include date)</b>	<b>Granted YES / NO (include date)</b>	<b>Amount £</b>
Existing Strathpeffer Residents' Association funds (local community fundraising, other unreserved funds)	YES	YES	7,000
Silverhill Trust	YES Sept 2022	Not yet decided	30,000
Mackenzie New York Villa Trust	YES Nov 2022	YES In principle	10,000
Local Business Sponsorship	Ongoing	No	5,000
EDF Corriemoillie Fund	Yes Sept 2022	Yes Oct 2022	4,000
<b>Total match funding</b>			<b>£56,000</b>
<b>CRF requested</b>			<b>£99,979</b>
<b>Total project cost</b>			<b>£155,979</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

The SRA Board will provide project management and ongoing governance. Our growing team of enthusiastic volunteers will help with landscaping and ongoing maintenance.

It's worth noting that the wider park project has only been possible due to over a thousand hours of volunteer effort.

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Our fundraising team are very busy, every year running various events with a gain of approximately £500 per event. However, as you will appreciate, it would take a very, very long time to gain the required funding for relative to the cost of the play equipment, delivery and installation.

**We would definitely not be able to deliver the playpark without this support.**

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### **7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**NO**

However, with the increased footfall in the village, it is expected that local businesses will benefit from this.

### **7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The playpark does not clash in anyway with local businesses; it would only enhance them.

### **7.3 Have you considered taking out a loan for the project?**

**NO**

We would struggle to pay this back as we do not have the ability to generate income revenue beyond local fundraising.

### **7.4 Have you had support from other organisations in developing the project?**

<b>For example:</b>	<b>Details</b>
HIE	Advice and support provided to help us with the Community Asset Transfer and funding for a project/funding consultant
Impact Hub Inverness	Provided help with our initial business plan
Strathpeffer Community Development Trust	Advice drawn from experience and expertise across our community
Strathpeffer Community Council	Support and encouragement, linking our project with priorities identified in the Village Action Plan
Big Lottery Fund	Consultant appointed to conduct feasibility study



## 7.5 Have you previously received public funds for the organisation?

YES

If yes, please provide details of awards for the last 3 fiscal years:

Funding	Year of award	Amount £
Place Based Investment Programme (Paths)	2022	£ 59,497
Town Centre Fund (Drainage and play area base)	2021	£ 28,000

## SECTION 8 – SIGNATURE

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

**8.1 Main applicant, chairperson or equivalent** – the person signing this application has the authority within the organisation to apply for grant funding

Signature:	Print:	Date
	Graham Macdonald (Vice Chairperson)	07/12/22

## 8.2 Supporting documents checklist.

You **must** enclose the following documents (where applicable) with the application. If they are not available, please state why.

Please refer to the guidance note on how to name/label the documentation.

		YES / NO or Not applicable
1	Constitution or articles and memorandum	YES
2	Committee Members or Directors List	YES and <a href="#">See website</a>
3	Permissions – i.e. planning, building warrants, marine licences	YES
4	Policies – i.e. child protection, health and safety, equal opportunities	YES
5	Confirmation of match funding letters	YES
6	Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.	YES
7	Annual financial accounts – latest available	YES
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos	<a href="#">In Business Plan and on website</a>
9	Business plan (revenue generation projects only)	YES
10	Relevant insurance policies	YES
11	Job descriptions (CRF funded posts only)	N/A
12	Evidence of control/ownership of asset – i.e. lease, title deeds	Not Available Yet. Disposition Supplied
13	Partnership agreement	N/A

Reason for missing documentation:

Evidence of ownership not available. Solicitors dealing with Highland Council to get docs. Purchase has been completed, SRA own the land outright. Disposition Supplied.

**Declaration what the remaining bank balances are for:**

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
 Supporting documentation must be submitted with the application (see section 8.2).  
 Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1149	
<b>1.2 Organisation</b>	Lochbroom Sailing Club	
<b>1.3 Project title</b>	Youth Sailing	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£29662.33
	<b>Match funding</b>	£0
	<b>Grant requested</b>	£29662.33
<b>1.5 Start date</b>	01/01/2023	
<b>1.6 End date*</b>	01/03/2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
People	YES
Place	
Economy	
Environment	

1.8 Privacy Notice
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
YES

## **SECTION 2: CONTACT DETAILS**

2.1	<b>Main contact name</b>	Mrs Sarah Di Rollo
	<b>Contact number</b>	
	<b>Alternative contact number</b>	
2.2	<b>Position</b>	Volunteer and Member of the Sailing Club
2.3	<b>Address</b>	
	<b>Postcode</b>	
2.4	<b>Email address</b>	
2.5	<b>Website address</b>	<a href="https://lochbroomsailingclub.blogspot.com/">https://lochbroomsailingclub.blogspot.com/</a> New website in development not yet launched

## **SECTION 3: ORGANISATION DETAILS**

3.1	Organisation type	Please indicate (x)	Organisation number
	Company limited by guarantee		
	Constituted group		X
	Public body		
	Charity		
	SCIO		SCIO application in progress
	Other (please specify)		

3.2	<b>Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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3.3	<b>Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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3.4	<b>If the organisation is VAT registered, please quote number.</b>	
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3.5	<b>Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>

<b>Details:</b>				

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<b>3.6 Project delivery team</b>	
<b>Name</b>	<b>Job title/area of work</b>
Jason Leon	Member Lochbroom Sailing Club
Gillian Meighan	Committee Member Lochbroom Sailing Club
Sarah Di Rollo	Member Lochbroom Sailing Club
Paul Copestake	Commodore LBSC

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

<b>4.1 Project location - Please include postcode.</b>
Lochbroom Sailing Club, Ullapool, Ross-shire IV26 2UE
<b>4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?</b>
Yes – Club owns the building and its footprint with surrounding area for boat storage and access to slipway.

<b>4.3 The Project</b>
<p><b>a Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>When covid restrictions lifted to allow outdoor activity in 2020 Lochbroom Sailing club (LBSC) volunteers and parents established a regular Saturday sailing session for children. Two years later 20 children regularly sail and 25 parents volunteer to help out. Membership has increased with 17 families recently joining. The club has 96 adults and 36 junior members in total. Five club members, without children, volunteer to assist. We hold three, two hour sessions each week from May to Sept, weather permitting. When the weather is not good enough to sail, land based training is carried out in the clubhouse. This proposal is to enable this new junior section of the club to thrive, increase opportunities for young people to learn to sail and continue to provide high quality sail training for future years.</p> <p>LBSC owns 3 small dinghys suitable for youth training. Each can take 2 children over the age of 10 where they learn sailing out on the water from a qualified trainer. A trainer can coach up to 6 boats in ideal sea conditions. However with the small number of boats this limits each session to 6 children (potentially 18 children can be trained in one day over 3 x 2 hour sessions). We also have 2, bigger, fevas for the older, more experienced sailors, another trainer will join the group to provide additional support when required. At least one safety boat with driver and crew supports</p>

each session using the LBSC club powerboat. It is possible to have up to 3 safety boats depending on numbers and conditions. There is also shore support managed by trained volunteers providing support to the trainers and safety boat crews. With more qualified trainers, more volunteers to drive and crew the safety boats and better equipment the youth sailing group can confidently grow.

More activities for young people - To allow expansion and bring in more kids and parents, we need to expand the fleet. We will buy 3 small dinghys, expanding sessions to train 12 children in 6 boats. We will also buy a larger Quest to allow children too small to yet be able sail the smaller dinghys, to sail alongside qualified trainers in the Quest with them. The Quest can also be used by the more experienced children to learn spinnaker handling, again with a trainer onboard. The Quest can also be used by the more experienced youngsters to take their non sailing parents out for their first ever sail.

With heavier use, our existing dinghy fleet requires regular maintenance. We need a store of replacement parts for the boats and for the safety powerboats to ensure we have the equipment to hand to make sure these are always available for sessions.

More inclusive for everyone - By holding a stock of equipment that children can borrow; wetsuits, buoyancy aids, new helmets, toes straps, etc. we can be more inclusive because families would not need to buy equipment before the children can start to learn. ensuring sailing is accessible and affordable for those in our coastal community who want to sail. We also need dry robes a heater and a shower to warm children up after sessions.

More skills for future - Learning to sail brings; confidence, resilience and problem solving, independence, community and friendships, water safety education, multi generation organisation, a personal development route for young people (route to Dinghy Instructor) We are keen to upskill our junior sailors and local adult volunteers to become dinghy instructors. There are currently two youth sailors ready to train which will allow them to become instructors when they turn 16 next year. We have one parent who has already trained as a sail instructor since the club began and two others interested in training. We expect this interest to continue as more people become involved. Training adults and youths through their Powerboat 2 and powerboat safety qualifications will give a wider volunteer base for the safety boat rota.

More opportunities for volunteering for everyone - We have had 5 sailing club members, without children, volunteering their time and skills to support the junior sailing sessions over the 2020/21 and 2021/22 seasons. These volunteers helped out in safety boats working directly with the trainer and ensuring safety on the water at all times. We will encourage more people to volunteer as the club grows.

**b How will the project benefit local communities or the local economy?**

The sessions are not only a fun way for children to learn, gain confidence and get involved in a sport that gets them physically fit they also contribute to social and wellbeing outcomes for all. At the end of a session, hot chocolate and a BBQ is held to warm the kids up again. This has the added benefit for parents and children of being able to socialise. This is great for everyone's mental wellbeing in a safe and supported environment. Some of the older, more experienced children in the youth sailing group have taken their parents out for their very first sail. That has led to interest in adults sail training sessions in bigger boats, but that is another story and another funding application for the future.

We want to be able to extend and advertise freely to the wider community and to grow the youth sailing in a safe and sustainable way. We will then be able to open it up further to allow community members of all abilities to be included. With the interest being shown in the junior section of the club we know that it could expand. We have five children already waiting to join

and that is without advertising. We also have started to engage with the school who are interested in discussing the potential for taster sessions in 2023.

**c What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The sessions have attracted interest from many more families around the area but capacity has meant there wasn't room for more children. We have strong support from within the Sailing club with a recent poll at a membership showing 95% of the 48 members present in favour of expanding junior sailing opportunities.

**d List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Buying of boats and additional safety gear	March 2023
Chandlery store for future maintenance	June 2023
Shower	August 2023
Sail training trainer	October 2023
Training events for volunteers	December 2023

**e In developing the project, please detail how you have considered the following:**

**Environmental impact** – *describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.*

We have seen first hand at the club that increased positive involvement in and learning about the marine environment increases the desire to care for it. There will be minimal use of diesel engines – promoting travelling under sail power. Educational aspect of working on the water and awareness of plastic pollution in and around our seas and harbours. We have in the past brought plastic rubbish back from landing in remote coves not easily accessed by road and ensured appropriate disposal.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefiting from the project? Will the project target specific groups for example?*

The purchase of the equipment outlined will enable those with and without the financial wherewithal to have access to the junior sailing activities. We work alongside other local organisations with all ability powerboat access to the water, which is often able to be present when the junior sessions are taking place. With more boats we will be able to involve the schools through taster sessions which could lead to more children interested in sailing in the future. The club ensure safeguarding is in place for all volunteers, parents and trainers.

**How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

With more boats and equipment we will be able to offer many more children access to sail training each weekend over the summer months. It is likely that parents who go through the training will be interested in offering their services to the junior sailing club as volunteers. Training up

volunteers as sailing instructors will increase the opportunity for local people to earn income.

**f Please outline how the project fits with other relevant local plans and strategies.**

The West Highland and Islands Local Development Plan or adopted WestPlan makes mention of optimisation of Ullapool as a leisure and tourism destination. By training up our own junior sailors this will demonstrate to visitors and locals alike a visible, fun and recreational use of our sheltered harbour and its coastal surroundings. Encouraging further growth in our local population in a fragile community.

This project will increase the opportunity for activities for young people in our area. It will also make excellent use of a community owned asset, the sailing club building as a base for the youth sailing.

**4.4 Does the project require planning permission or other statutory regulatory consents?**

**NO**

**If YES, please detail below - provide evidence with the application if granted.**

**Type**

**Applied – Yes/No**  
(include date)

**Granted – Yes/No**  
(include date)

**SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

**5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.**

Budget Heading	Detailed costs	Revenue/Capital	Amount
Zest sailing dinghies	x3 including trailers, equipment & VAT	capital	11270.81
Quest sailing dinghy	x1 including trailers, equipment & VAT	capital	11406.26
Wetsuits – various sizes	X6 £87.95 each	capital	527.70
Buoyancy aids	X6 £35.95 each	capital	215.70
Helmets	X6 £30.95 each	capital	185.70
Toe straps	X6 £24.47 pair	capital	73.41
Bungs	X7 £3.25 each	capital	22.75
Miscellaneous chandlery	To hold a reserve to allow purchase of other essential items over the summer	capital	1,500.00
Shower	Electrics and plumbing to external wall with heated power shower	capital	2,000.00
Powerboat 2 course x 6		revenue	2,100.00
RYA Dinghy assistant instructor x 2		revenue	360.00
Total capital expenditure			£27,202.33
Total revenue expenditure			£2,460.00
<b>TOTAL PROJECT COST</b>			<b>£29,662.33</b>



<b>Is VAT included in these costs?</b>	<b>YES</b>
<b>Project expenditure before March 2023</b>	<b>£23,702.33</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Quotes have been obtained where possible and in the absence of a quote then an online source has been found with a good balance of reliable source and economy (value for money). Links shown below –

<https://www.wetsuitoutlet.co.uk>  
<https://www.powerboat-training-uk.co.uk/course-prices/>  
<https://www.queenmary.org.uk/adult-courses/instructor/dinghy-instructor-courses/rya-dinghy-assistant-instructor/>

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**  
*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
<b>Total match funding</b>			<b>£</b>
<b>CRF requested</b>			<b>£</b>
<b>Total project cost</b>			<b>£</b>

**6.2 Will the project involve “in kind” support?**  
*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**  
 10 hours local joiner time for shower fitting - £250.00  
 12hrs volunteer time for power boat training x6  
 12hrs volunteer time for sailing Instructor training x2  
 Parental and sailing club member volunteer time each week through the season May to October  
 20 weeks – 3hrs/week/ 20 volunteers = 2400 hours

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

There is momentum and enthusiasm within the club and community to expand and grow our junior sailing after a successful 2x seasons. Without funding it will take a lot longer to achieve this growth and may compromise the current wave of energy. We are living in a time of a 'cost of living crisis' and without additional funding we would have to charge juniors to allow continued activity. This is likely to make our activity available to only those who can afford to pay – despite our best intentions to make the club accessible to all who would like to sail

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by revenue generation projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**YES**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

**7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	
HIE	
Other	

**7.5 Have you previously received public funds for the organisation?**

**NO**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £

## SECTION 8 – SIGNATURE

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

<b>8.1 Main applicant, chairperson or equivalent</b> – the person signing this application has the authority within the organisation to apply for grant funding		
<b>Signature:</b> See scanned signature page	<b>Print:</b>	<b>Date</b>

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	Yes
<b>5</b>	<b>Confirmation of match funding letters</b>	N/A
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	No
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	Yes
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/A
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	N/A
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation:</b> Missing bank statement as treasurer on holiday will send when returns Verbal support given waiting for written letters to arrive		
<b>Declaration what the remaining bank balances are for:</b> All funds are used towards general club expenses. Small amount set aside in Junior Sailing covers costs for a stand alone 'Pico Week' run by RYA different from Saturday club in this application		

Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CR1223	
<b>1.2 Organisation</b>	Gairloch and Loch Ewe Action Forum (GALE)	
<b>1.3 Project title</b>	Community Connections – Combating social isolation and promoting good mental health	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£54,632
	<b>Match funding</b>	£14,600
	<b>Grant requested</b>	£40,032
<b>1.5 Start date</b>	1 Dec 2022	
<b>1.6 End date*</b>	31 March 2024	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	X
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	

<b>1.8 Privacy Notice</b>
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>
<b>YES</b>

## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Janet Miles
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Managing Director
<b>2.3 Address</b>	The GALE Centre Achtercairn Gairloch
<b>Postcode</b>	IV21 2BH
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	www.galeactionforum.co.uk

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>	x	SC220037
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	x	SC032184
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	128775578
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
	x		

<b>Details:</b>
-----------------

3.6 Project delivery team	
Name	Job title/area of work
Janet Miles	Managing Director/Project Manager
Rebecca Wolfenden	Volunteer Programme Co-ordinator
Fiona MacKenzie	Support Worker
Jocelyn Meli	Counsellor
Amina Begum	Clinical Supervisor

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
IV21 and IV22
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
Yes, we own the building

4.3 The Project
<p><b>(a) Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></p> <p>GALE is a community owned development trust. It carries out social, economic and environmental projects that are run by and benefit the residents of the Gairloch and Loch Ewe area of Wester Ross.</p> <p>We will use the funding to provide and co-ordinate a comprehensive package of health and wellbeing services within the Gairloch and Loch Ewe community. The services will be open to any local resident with referrals from a range of support agencies as well as self-referrals accepted. Our range of services complement each other which means we are able to act as a one stop shop, signposting new enquiries to the most appropriate service in our package and then referring clients across services as their needs and requirements evolve.</p> <p>Our services will include</p> <ul style="list-style-type: none"> <li>- Befriending – recruiting, training and supporting volunteer befrienders and matching them with local people in need of a bit of company</li> <li>- Listening Service – recruiting, training and supporting volunteer listeners to provide a local listening service, teach active listening skills and raise awareness of the health benefits of developing a listening culture in our community.</li> <li>- Counselling – provision of free and subsidised counselling sessions for local people struggling with loneliness, isolation, depression, anxiety and substance dependence.</li> <li>- Supported Volunteering – providing opportunities for local people with disabilities or additional support needs to participate in and contribute to civic society. Providing one to one or small group support that enables individuals to carry out volunteering roles that would otherwise be unavailable to them.</li> </ul>

- Formal Volunteering – Our community lacks formal, structured volunteering opportunities. New people relocating to our area struggle to integrate into our community due to lack of connections and opportunities to socialise. Unlike informal volunteering that relies on existing social connections, formal volunteering offers new residents a route into community life.
- Warm Events – Our community hub, The GALE Centre is open 7 days a week throughout the year. We will host a series of community social events to encourage people to come out in the winter months and enjoy some warm social gathering around our cosy fireplace. We will provide warming drinks and bowls of soup in a relaxing environment. Gairloch High School hospitality class is keen to get involved helping to host and cook for some of the events.

The services and activities will be delivered by a team of 30 volunteers with the support of paid staff and sessional workers. A Volunteer Co-ordinator will be employed to co-ordinate the activities, recruit, train and support the volunteers. A qualified professional Counsellor will provide counselling sessions on a sessional basis with clinical supervision provided by a paid sessional supervisor.

The project fits well with the fund’s People Theme. All of the activities will help combat loneliness and isolation by fostering new connections and relationships. Our volunteering and warm social events will physically bring local people together in a shared space around social and civic activities while also encouraging and supporting active citizenship. Shared community activities like these are known to generally support good mental wellbeing, however we will also provide one to one support for those with specific and more personal needs. Our counselling service is designed to support people with a range of mental health issues including depression, anxiety and substance dependency while our listening and befriending services encourage and enable local people to build supportive networks around them which can be called on in times of need. These services will enable us to proactively foster a listening and supportive culture within our community that will support good mental wellbeing.

The whole project will invest in GALE, supporting an established community development trust that has a positive and diverse impact across the community.

**(b) How will the project benefit local communities or the local economy?**

The project will benefit the residents of the Gairloch and Loch Ewe area of Wester Ross, all of whom live in a remote rural location that is service deprived due to geographic access issues. The main benefits will be improved social connections, and an overall improvement to mental health and wellbeing.

Our package of services aims to improve mental wellbeing within our community in general by equipping local people with the skills they need to improve their own mental resilience while also supporting their friends and neighbours. Our listening and befriending services are based on peer support. We train and support our volunteers in listening and befriending skills and techniques which they can use in all aspects of their life and which we hope overtime will help to develop a more supportive, listening culture within our community.

Our Counselling Service supports individuals through difficult times to deal with challenging issues and circumstances such as stress, anxiety and depression. Our Counsellor has specialist training in trauma support and extensive experience supporting people struggling with addiction.

All of our activities act as preventative measures, reducing the likelihood of issues escalating and individuals reaching crisis point. They are the only services of their kind in our area. Without them local people would need to travel 70 miles or more to access support services. Waiting lists with providers outwith our community or via NHS referrals are prohibitively long and in addition, private counselling services are often too expensive for local people to afford. The negative impact of long waiting times on mental wellbeing is well documented and increases the number of individuals reaching crisis point.

Our services are available to all residents of the Gairloch and Loch Ewe area and we promote them widely by word of mouth, social media, local press and through a range of support agencies who refer clients to us. We specifically support people on benefits or low incomes who cannot afford private support services.

Our supported volunteering service targets people with disabilities, providing one to one and small group support to individuals who would otherwise be unable to participate in volunteering or community life due to their disability.

The project adds significant value by working with experienced partners such as Highland Hospice and Listen Well Scotland. These are mutually beneficial partnerships that provide us with training and expertise in listening and befriending skills while we enable them to extend their reach into our area which is traditionally hard to reach due to its remote rural location.

Many of our activities are delivered by trained volunteers. Not only does this help minimise cost but our volunteers experience improved health and wellbeing as a result of their volunteering activity.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The Covid Pandemic had a significant impact on our community which we are still recovering from and the cost of living crisis is pushing residents in our remote, rural community further into fuel poverty and financial vulnerability. Currently we are experiencing an increase in demand for our services and we anticipate this to continue to grow substantially over the winter months.

One of the main challenges for our remote, rural community is that people can feel socially isolated. This can contribute to stress, anxiety and depression which can have a detrimental effect on people's mental health and wellbeing. The fact that people in rural areas are less likely to seek help only serves to exacerbate the social and economic pressure those living in our rural communities face. We already offer a range of support mechanisms for adults with mental health illness, people struggling with loneliness, isolation, depression, anxiety or substance dependency and demand for our services is rising.

In addition we've had an influx of new residents during the Covid pandemic, many of whom have relocated from urban areas and are working from home. Community social events have been heavily restricted making it difficult for our new residents to connect with others to build a sense of place and belonging within the community. Many of our informal local meeting spaces such as cafes and restaurants have announced their closure in recent weeks due to the onset of winter and the now prohibitive costs of energy for heating and cooking in their premises. For the last 10 years The GALE Centre has been the only meeting space in the community that has been open 7 days a week all year round. It is greatly appreciated by local residents who already use it as a warm space to gather and meet friends and neighbours.

The project will help to overcome all of these challenges. It will directly contribute towards the viability of The GALE Centre as an established social meeting space enabling us to host warm social gatherings between January and March when local people are in most social need but providing social meeting spaces is costly and commercially unviable.

As well as a warm social meeting space we will provide tailored support that is local, close to home, with shorter wait times and provides earlier access to information.

We know there is a need for this project because of the feedback we received from service users. We already have a team of 30 volunteers and new enquiries to join the volunteer programme are received every month. Funding a Volunteer Co-ordinator will enable us to support these volunteers and provide additional volunteering placements and opportunities.

Demand for our supported volunteering service is growing as those who were shielding from Covid are now wanting to resume activities they enjoyed before the pandemic.



Our Counselling service receives new referrals every month and we are seeing an increase in the number of clients on low incomes who require free and subsidised spaces. We badly need grant funding and/or more local donations to help us meet this need.

Gairloch High School hospitality department has asked us to provide their pupils with practical experience organising and delivering catering events locally. We require funds to support the pupils and pay for the ingredients and cooking costs.

Over the past year we have carried out a comprehensive community consultation, resulting in a new Community Action Plan for the Gairloch and Loch Ewe area. This consultation highlighted the need for more meeting spaces, especially in the winter months.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Recruit, train and match befrienders	March 2023
Design and launch project awareness raising campaign	Jan 2023
Delivery weekly counselling sessions	Ongoing
Create new supported volunteering placements	May 2023
Support 30 current and 10 new volunteers	Ongoing
Host a series of winter social events	Jan– Mar 2023 and 2024
Train volunteer listeners	March 2024

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

Environmental sustainability is a core value of GALE. Because of this all our activities consider their environmental impacts and this project will be no different.

Most of our activities are held within our Community Hub, The GALE Centre. It is a passivehaus design and therefore requires minimal energy use. We compost our kitchen waste, office waste paper and coffee grounds from the café and use these in our community garden which then supplies our community café with herbs and salads.

We encourage staff, customers and volunteers to car share when attending events and where appropriate offer online or blended activities. For example our counselling, listening and befriending services can be delivered online if appropriate and much of our volunteer training is delivered online. This significantly reduces our travel costs and carbon footprint.

A significant part of our volunteering programme involves growing food for local consumption. We use this activity to raise awareness of the importance of local food growing to tackle climate change and we equip our volunteers with the skills and confidence to increase their own food production at home.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

When it comes to equalities we already proactively work with and engage a diverse range of local people including those with protected characteristics. We will specifically target elderly and disabled people who we know will particularly benefit from our social events, befriending and volunteering opportunities. Our volunteer support assistant provides one to one support to local people with additional support needs who would otherwise be unable to participate in community life. Through our supported volunteering programme we proactively support vulnerable adults to participate in civic society.

The GALE Centre, where many of our activities are hosted has disabled access throughout. It is an inclusive environment, known locally for its support for those that are disadvantaged. For example over 35% of our paid staff team have a declared disability.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

When it comes to leaving a lasting legacy we hope the project will contribute to lasting culture change locally. It will contribute to a much more mentally resilient community in the long term through the establishment of peer support networks, new connections and relationships and equipping local people with new skills that positively impact their mental wellbeing and that of their friends and neighbours.

We expect the project to always need some form of grant and donation funding. However over time we will be able to supplement this with other income. For instance some clients will be able to pay for services using their self-directed support budget, we receive a regular contribution from Highland Hospice towards our befriending programme and some of our counselling clients and their relatives make donations to support the cost of this service. The GALE Centre is a social enterprise and generates traded income from operating a shop and café. Some of this income is used to contribute towards the cost of our Volunteer Programme Co-ordinator salary.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

The project fits with our recently completed Gairloch and Loch Ewe Community Action Plan. Within the plan one of the core development principles is 'Participation and Active Citizenship' where there is a 'culture of participation, taking responsibility and working together to make things happen'. Our Volunteer Programme makes a significant contribution towards getting local people active in community issues and therefore achieving this development principle.

Our Volunteer Programme also fits well with the Scottish Government's Volunteering For All, National Outcomes Framework for Volunteering. By creating formal volunteering opportunities and supported volunteering roles we will enable harder to reach groups to participate in volunteering, maybe for the first time and contribute to a culture of life long volunteering. The Scottish Household Survey 2017 noted that 'the volunteering rate for those with a long term health condition was 13% compared with 28% for the rest of the population. Our supported volunteering programme proactively targets people with additional support needs and is increasing the number of people in our community with health conditions to volunteer.

The new Mental Health and Wellbeing Strategy for Scotland 2022 recognises the need for community and peer programmes to support mental wellbeing. It also recognises that preventative measures are needed for the whole population. All of our health and wellbeing package of services focuses on peer support and preventative measures with the aim of improving mental wellbeing resilience and reducing the number of people reaching crisis.

Our social events, befriending and volunteering activities help to tackle loneliness and isolation. The Mental Health Foundation Report 2022 entitled 'All the Lonely People' highlighted a lack of meaningful social connection and persistent feelings of loneliness and social isolation can lead to mental health problems. Our project actively works to increase social interaction and meaningful connections locally to help prevent these mental health problems arising in the first place.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>		<b>NO</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
<b>Type</b>	<b>Applied – Yes/No (include date)</b>	<b>Granted – Yes/No (include date)</b>

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Salary	Volunteer Co-ordinator inc PAYE costs	Revenue	35,000
Volunteering	Expenses – eg Travel, Subsistence	Revenue	1,000
	Training	Revenue	500
	Support Worker	Revenue	1,560
Counselling	Counsellor sessional fee	Revenue	10,800
	Clinical Supervisor fee	Revenue	840
Event	Warm socials – food and fuel	Revenue	1,332
Overheads	Office costs, equipment, project admin	Revenue	3,600
<b>Total capital expenditure</b>			<b>£0</b>
<b>Total revenue expenditure</b>			<b>£54,632</b>
<b>TOTAL PROJECT COST</b>			<b>£54,632</b>
<b>Is VAT included in these costs?</b>			<b>No</b>

<b>Project expenditure before March 2023</b>	<b>£12,540</b>
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**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

Salary costs have been based on similar posts and are at the lower end of the salary range.

Sessional costs are based on quotes from a range of Counsellors and are considerably lower than most private Counsellors. The Counsellors who have quoted for their work, support the charitable aims of the project and have offered lower rates as their way of offering support.

## **SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO</b> <i>(include date)</i>	<b>Granted YES / NO</b> <i>(include date)</i>	<b>Amount £</b>
Volunteer Support Fund	Yes Aug 2021	Yes Oct 2022	11,600
Highland Hospice	Yes Jan 2022	Yes Jan 2022	1,000
Own Resources	Yes Oct 2022	Yes Oct 2022	2,000
<b>Total match funding</b>			<b>£14,600</b>
<b>CRF requested</b>			<b>£40,032</b>
<b>Total project cost</b>			<b>£54,632</b>

**6.2 Will the project involve “in kind” support?**  
*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

The GALE Centre will be used free of charge to host meetings, social events, counselling sessions, formal and supported volunteer placements and provide office accommodation for staff working on the project.

Volunteers will give their time freely to support the project – for example 30 volunteers will be involved in the project in a range of roles including listeners, befrienders and mentors. Volunteers will also be involved in cooking and serving food at the warming social events.

GALE staff will provide in kind support with catering, project administration, project management and financial oversight.

Trained Counsellors and Clinical Supervisors will provide their services at significantly reduced rates.

**6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

Public funding will enable us to employ a full time Volunteer Co-ordinator who will enable this project to take place. We have some funding in place to provide a part time role but demand for our services means we have a waiting list which will only be reduced by growing our capacity in the form of a full time position.

The Counselling service will only be delivered with the funding. Without the funding we could only offer the service to clients that can pay for it. We target our service at individuals on low incomes and benefits and this requires grant funding to deliver. Grant funding will mean we have no waiting list and can deliver the service to those in need as soon as they get in touch.

**SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

**7.1 Will the project generate revenue?** *Please provide a copy of the budget forecast with the application.*

**NO**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

**7.3 Have you considered taking out a loan for the project?**

**YES / NO**

**Please state your reasons:**

7.4 Have you had support from other organisations in developing the project?	
For example:	Details
Business Gateway	
HIE	
Other	

7.5 Have you previously received public funds for the organisation?		
YES / NO		
If yes, please provide details of awards for the last 3 fiscal years:		
Funding	Year of award	Amount £

## SECTION 8 – SIGNATURE

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

8.1	Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding	
Signature:	Print: Janet Miles	Date 22.11.22

8.2 Supporting documents checklist.		YES / NO or Not applicable
You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.		
1	Constitution or articles and memorandum	Yes
2	Committee Members or Directors List	Yes
3	Permissions – i.e. planning, building warrants, marine licences	NA
4	Policies – i.e. child protection, health and safety, equal opportunities	NA
5	Confirmation of match funding letters	Yes
6	Bank statement – latest available * please provide a statement below declaring what the remaining bank balances are for.	Yes
7	Annual financial accounts – latest available	Yes
8	Evidence of need and demand i.e. letters of support, community consultation reports, photos	Yes

<b>9</b>	<b>Business plan (revenue generation projects only)</b>	NA
<b>10</b>	<b>Relevant insurance policies</b>	NA
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	Yes
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	NA
<b>13</b>	<b>Partnership agreement</b>	NA
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		
<p>Bank balance is for cash flow to cover salary costs and running cost. Reserves policy requires 4 months running costs. For example the last 4 months (Jun – Sept) had total cost of £165,918.</p> <p>We also carry restricted funds for a number of activities.</p>		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
Supporting documentation must be submitted with the application (see section 8.2).  
Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1231	
<b>1.2 Organisation</b>	Scoraig Community Centre Group	
<b>1.3 Project title</b>	Community Centre Roof repairs	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£8,000.00
	<b>Match funding</b>	£3,000.00
	<b>Grant requested</b>	£5,000.00
<b>1.5 Start date</b>	January 2023	
<b>1.6 End date*</b>	May / June 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

<b>1.7 Which of the following themes will the project meet? Please choose ONE theme.</b>	
<b>People</b>	
<b>Place</b>	
<b>Economy</b>	
<b>Environment</b>	✓

<b>1.8 Privacy Notice</b>	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES	



## **SECTION 2: CONTACT DETAILS**

<b>2.1 Main contact name</b>	Mark Fletcher
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Secretary
<b>2.3 Address</b>	Scoraig Community Centre Scoraig Dundonnell By Garve
<b>Postcode</b>	IV23 2RE
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	None

## **SECTION 3: ORGANISATION DETAILS**

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>		
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SC001711 2019
<b>SCIO</b>		
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>							
<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<table border="1"> <thead> <tr> <th>Whole</th> <th>Partial</th> <th>None</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Whole	Partial	None			
Whole	Partial	None					

<b>Details:</b>
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3.6 Project delivery team	
Name	Job title/area of work
Mark Fletcher	Secretary
Mary Lawrenson	Chair
Estha Rushforth	Committee Member

## SECTION 4: PROJECT DETAILS

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

4.1 Project location - Please include postcode.
Scoraig Community Centre, Scoraig peninsula, Little Loch Broom, Dundonnell, Garve IV23 2RE
4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?
<p>The Centre and the Teacher's House are community-owned assets, run and maintained by SCCG on behalf of the residents on Scoraig. The Community Centre was originally a church, damaged by fire and subsequently gifted for a school with the surrounding land on which the Teacher's house is built, to the Scoraig community and held in trust by the then Scoraig Teaching Group (STG) "... to be used exclusively for educational or community purposes ..." (Feu Disposition, May 1989, p2). The STG was the precursor to the Scoraig Community Centre Group (SCCG), Registered Charity, which now manages the buildings and land and seeks to uphold and work to the purposes of the Disposition.</p> <p>Please see Document 12 - Feu Disposition, 30<sup>th</sup> May 1989 (copy)</p>

4.3 The Project
<ul style="list-style-type: none"> <li><b>Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.</b></li> </ul> <p>The main theme of this survey project as part of the larger development project, is <u>environmental</u>, as it will include considering upgrading the power and heating systems to increase our current use of wind and solar energy and battery storage, and updating building heating systems so that they are more efficient, easier to control, reduce carbon emissions and our reliance on fossil fuel for heating.</p> <p>In this first stage of our larger project we want to commission 2 surveys: one a survey of the Community Centre's and Driftwood's environmental performance (EPC) to determine the current energy efficiency of the buildings. The second being a detailed survey of the Community Centre roof construction and building fabric in view of upgrading insulation, replacing ageing roof sheets and windows where required. In addition a set of drawings showing options to improve internal layout, access and wall insulation are required.</p> <p>We will build on this feedback by identifying project development capacity to lead consultation for stage 2 of the larger project – which will result in the development of a business case to inform further funding bids.</p> <p>The larger project is to upgrade and modernise the Community Centre and the adjacent Teacher's</p>

House on the Scoraig peninsula on Little Loch Broom, Highland based on an informed Business Case.

The Community Centre was originally a church, then for a while a school, and has since been a venue for celebratory, social, education and training activities and group meetings in the community for over 24 years. The building and the adjacent Teacher's House are valued community assets managed by the Scoraig Community Centre Group (SCCG) on behalf of the residents of Scoraig. The peninsula community is entirely 'off grid' and only accessible via a boat over Little Loch Broom or by a 5 mile walk in on a track.

We hope that this 'Survey project' will achieve the following outcomes:

- We will know what is required to upgrade the roof construction - insulation and lining - to meet and maybe exceed current building standards, and also what work is possible in the rest of the Centre building to address some of the issues brought up in a recent community consultation and Household survey;
- We will have information to inform our plans to increase the thermal performance and overall efficiency of the Centre building, to minimise use of fossil fuel (kerosene), further reduce carbon emissions to as near zero as possible, and make the building easier to use and cheaper to maintain;
- We will have evidence with which to approach funding agencies like the Energy Saving Trust Scotland for further help with costs of the planned developments for the next stage of the larger project.

We hope that the larger project will:

- Enable us to continue to maintain a valued Centre venue which helps residents stay socially connected and helps meet a range of social, leisure and cultural needs; hosts cultural activities, croft food markets/exchanges and craft workshops, education and training activities; provides secure space for the Nursery when needed and for the primary school pupils for PE and cooking sessions; has 24-hour washroom facilities and is a point of information and education for walkers and other visitors to Scoraig.

### **(a) How will the project benefit local communities or the local economy?**

This project will:

- Inform further development of the Centre building so it can continue to be a safe, warm and inviting space /venue for activities that are promoting cohesion to better respond to the significant shared challenges faced as a coastal – almost an island – community. For example another residents' group, the Scoraig Community Association, are currently using the building to facilitate an ongoing conversation on what and how we can together adapt to develop resilience in the face of climate damage and changing weather patterns.
- Maintain a welcoming place where people who are vulnerable or socially isolated have access and can stay socially connected and join activities like the weekly 'informal parliament discussions' and pop-up café sessions to support their own wellbeing. This is particularly important during the winter...
- Continue to be an alternative and secure venue for the local Primary School to deliver the curriculum to pupils such as practising cookery skills and physical education sessions, and for the Nursery in case of works or unforeseen closures at the school.
- Be a comfortable venue throughout the year where Scoraig residents of all ages can attend together for eg: ceilidhs, musicians' group sessions, concert and drama performances, needlecraft, writing workshops, audio-visual presentations including film shows, celebrations, wakes and for large- and small-group residents' meetings for example the SCCG, the Scoraig Community Association, the Grazing Committee, the Graveyard Committee

- Maintain a valued, central venue for a range of activities relating to the local economy including eg: a weekly café by donation for residents and visitors, seed-exchange sessions, craft produce markets, 'class-room based' education and training sessions and craft workshops ....

**(b) What need or opportunity will the project address? How do you know there is local support for the project? Please provide evidence of community support with the application i.e. letters of support/consultation reports.**

Local support for the continued use and modernisation of the Centre building was confirmed through a recent process of consultation with residents including the primary school children during the period March-August 2022 (please see Document 8a) . The Ullapool Community Trust are happy to provide a reference and support any bids we make to help further develop the Centre (the Community Centre Group have been awarded small grants from the UCT and have always fully complied with required criteria, costings, projected timescales and evidence of appropriate expenditure).

Please also see a letter of support from the Scoraig Community Association (Document 8b).

A local Councillor from Ullapool has also offered to write a letter of support, on request.

**(c) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Obtain updated quotes for: Roof Survey, Architect's Building survey	January 2023
Arrange survey visit/s	February / March '23
Obtain Environmental Performance Certificate (EPC)	March / April '23
Receive Reports	March / April '23
Obtain quotes for likely replacement of roof insulation and inner lining	April / May '23
Consult re Stage 2 (larger project) - building priorities, based on the Architect's Building Survey Report	May '23
Source funding for roof insulation and lining replacement	June '23
End of Stage 1 project reporting and submission of the final claim.	July/August '23
- End Stage 1 -	

**(d) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

We expect few if any negative environmental impacts during this first stage of the overall project.

In later stages of the larger project, during building, most retrieved items from the refurbishment will be recycled and used locally. No hazardous waste will be needing disposal. Additional boat and small vehicle journeys will be required to ferry personnel and materials one way and waste items the other.

We also expect that the evidence and information obtained from Stage 1 here will provide a platform for further funding applications eg to the Government's Community and Renewable Energy Scheme (CARES) Zero Carbon Buildings Fund, and the Energy Saving Trust

The surveys and subsequent building development are about our ambitions to maintain and further develop a central, valued venue that is as carbon neutral as practicable by using solar and wind energy as efficiently as technology allows, so minimising use of the backup generator and is easy to use, maintain and repair.

**Equalities impact** – *explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?*

Although at the moment the building is accessible from the outside being on one level and can accommodate all Scoraig residents, internally the floor is on a split level and should have wheelchair / ramp access to the lower area for the elderly / infirm and people with physical disabilities, which will be included in the business plan going forward. We have successfully applied for local funding for a new public address system in the hall.

**(e) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

These building surveys will inform how we can practicably meet modern Building Standards and anticipations of the building's improved environmental performance. Together with the evidence of needs and aspirations gathered locally through the recent consultation and household survey, the surveys will form the basis for developing a business case that will help to obtain further funding to help with development of the building and its heat and power systems.

We regard such development as instrumental in maintaining and developing community well-being, promoting the micro-economy on Scoraig, as well as benefitting businesses and services in the local area, and increasing overall resilience in light of challenges to come.

**(f) Please outline how the project fits with other relevant local plans and strategies.**

We believe our Survey project and the larger development plan for the Community Centre and later the 'Driftwood' house correspond with, eg the promotion of renewable energy production to contribute towards tackling climate change, increasing energy security and contributing to the local and regional economies of the Highlands as outlined in the Highland Renewable Energy Strategy (2006). Of further relevance to our case is reference to small-scale developments of renewables, especially opportunities "... for greater use of micro-generation of renewable energy, to serve individual buildings or small groups ..." and "... benefitting local communities and contributing to the well-being of the Highlands (Section 22.1).

Local development of plans and policies include the emerging West Highland and Islands Local Development Plan from 2019, and the Ullapool Community Trust Community Priorities Survey 2021 ahead of developing the Local Place Plan for the Ullapool area. We are confident that our project and development proposals will fit into the Local Place Plan for the Ullapool area once it has been agreed, regarding eg development of micro-generation and use of renewable energy that will benefit the local community on Scoraig and contribute to the local economy.

An example of local differences is that although housing is a main issue in the UCT Survey 2021, water shortages in the dry months and fuel poverty in winter have been features for us on Scoraig in recent years. Again, there is no one 'community energy system' as such on the peninsula, but there are individual household energy schemes in a shared context of being off-grid and already using low-carbon means of generating heat and power.

The larger project to develop the Community centre to be a low-to-zero carbon public building fits with local, regional and national priorities and planning debates in aspiring to both adapt to climate damage and changes in the weather as well as contributing to reducing fossil fuel emissions that are now widely accepted as being causative.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>		<b>NO</b>
<b>If YES, please detail below - provide evidence with the application if granted.</b>		
Type	Applied – Yes/No (include date)	Granted – Yes/No (include date)

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
Budget Heading	Detailed costs	Revenue/Capital	Amount
1. Information Gathering	Architects survey of the Community Centre Roof and general building and then to produce a Report outlining the requirements for upgrading the roof and recommendations on the priorities for developing the whole building.	Capital	£2,700
	Obtaining an Environmental Performance Certificate for both the Centre and Driftwood	Capital	£700
2. Obtain Quotes	Project development capacity to obtain quotes for the likely replacement of roof insulation and inner ceiling lining	Capital	£300
3. Consultation	Project development capacity to consult re Stage 2 (larger project) – on the building priorities, based on the Architect’s Building Survey Report	Capital	£500
4. Develop a Business Case	Project Development capacity to develop a business case following consultation, to inform further funding bids in stage 2 of the larger project	Capital	£1,500
5. Source further funding for stage 2	Project development capacity to source grants and funding and make applications to pay for roof repairs and the building developments identified in the business case	Capital	£2,300
<b>Total capital expenditure</b>			<b>£8,000</b>

Total revenue expenditure	£
<b>TOTAL PROJECT COST</b>	<b>£8,000.00</b>
<b>Is VAT included in these costs?</b>	<b>No</b>
<b>Project expenditure before March 2023</b>	<b>£0000</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

- The costs for the Architects Survey and Report are unavoidably estimates, based on a quote dated 07.10.22 from North Woods Construction, Ullapool for one visit to survey the Centre roof, copy available on request
- The costs for project development capacity (i.e. appointing someone to undertake the work involved for each stage of the project – not necessarily the same person) have been generated following discussion with Ullapool Community Trust using the average costs of appointing a project development officer/bid finder.

**SECTION 6 – MATCH FUNDING**

**6.1 Please give details of confirmed or pending match funding:**

*If match funding is confirmed, please provide letters of awards with the application.*

Name of funder	Applied YES / NO <i>(include date)</i>	Granted YES / NO <i>(include date)</i>	Amount £
Scoraig Community Centre Group			£3,000
<b>Total match funding</b>			<b>£3,000.00</b>
<b>CRF requested</b>			<b>£5,000.00</b>
<b>Total project cost</b>			<b>£8,000.00</b>

**6.2 Will the project involve “in kind” support?**

*This should not form part of the overall budget or counted as confirmed match funding for the project.*

**YES**

**Please detail:**

The SCCG have committee members who offer all their time on a voluntary basis and for example the hours of the work involved in putting together this and other bids (some successful) have been undertaken by committee members. The more experienced and appropriately skilled members can undertake some of the identified project development capacity such as obtaining quotes, undertaking consultation and applying for funding– however this depends on their availability and capacity to put the hours in when needed. In these tasks, as far as possible some of the project development capacity may be offered ‘in kind’ but this cannot be guaranteed. No committee member has the necessary skills to produce a business plan or know where to find productive funding streams.

Additionally most work that benefits the community on Scoraig involves informal voluntary help eg to maintain the main track, to collect and remove scrap metal and other recyclables, burials, preparation for and clearing up after events... In the later stages of the larger project, there will be plenty of work for willing volunteers.

### **6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?**

As a registered charity, the SCCG is reliant on donations and on rent revenue from the adjacent Primary School teacher's house, which we also maintain. This income is small but steady, and we have back up plans for other use of 'Driftwood' eg as a rentable bunkhouse, we have to apply for 'external' funding for any large alteration or development. After many years of hand to mouth maintenance of the Community Centre building, the context has changed so that funding for modernisation can be attracted in relation to our 'off the grid' situation and the community's wish to further develop a low-to-zero carbon community facility. The project will not happen without public funding support – our development will be piecemeal and only achieved in very small stages.

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

### **7.1 Will the project generate revenue? Please provide a copy of the budget forecast with the application.**

**YES**

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

We hope it will, through increased donations for building use and ongoing rental income from 'Driftwood', over 80% of our income is re-invested in buildings and power systems maintenance. We will have modernised, user-friendly community facilities available in all weathers and with the capacity to offer more variety as a social, cultural and educational hub for ourselves and for the increasing numbers of visitors.

### **7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

We believe that local organisations and businesses like the shop at Durnamuck, the Post Office at Laide and shops and services in Ullapool will continue to benefit from providing to the resident, resilient population on the peninsula and the attractions for visitors of an 'off-grid community' and the natural beauty of the area.

### **7.3 Have you considered taking out a loan for the project?**

**NO**

**Please state your reasons:**

Our status as a registered charity does not allow us to seek loans, and as we are dependent on donations



and rental income, the financial risks of doing so even if it were possible, would be prohibitive.

**7.4 Have you had support from other organisations in developing the project?**

For example:	Details
Business Gateway	
HIE	
Other	From the Ullapool Community Trust, providing funding for replacing rooflight flashings in 2020, and for additional solar panels in 2021

**7.5 Have you previously received public funds for the organisation?**

**YES**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
Ullapool Community Trust Community Benefit Fund	2021	1,500.00
Ullapool Community Trust Community Benefit Fund	2020	1,100.00

**SECTION 8 – SIGNATURE**

*I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.*

*The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.*

**8.1 Main applicant, chairperson or equivalent – the person signing this application has the authority within the organisation to apply for grant funding**

	<b>Print:</b>  Mark Fletcher	<b>Date</b>  08.12.22
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<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	YES
<b>2</b>	<b>Committee Members or Directors List</b>	YES
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/A
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	YES
<b>5</b>	<b>Confirmation of match funding letters</b>	N/A
<b>6</b>	<b>Bank statement – latest available</b> * please provide a statement below declaring what the remaining bank balances are for.	YES
<b>7</b>	<b>Annual financial accounts – latest available</b>	YES
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	YES
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	N/A
<b>10</b>	<b>Relevant insurance policies</b>	YES
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/A
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	YES
<b>13</b>	<b>Partnership agreement</b>	N/A
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>		
<b>Ring-fenced Funds:</b>		
<ul style="list-style-type: none"> <li>• £8,474 Legacy donation for Heat &amp; Power Project (to be used as matched funding for upgrading roof insulation &amp; an additional turbine and new control equipment)</li> <li>• £3,000 Financial Reserves (see attachment)</li> <li>• £1,000 Kerosene,</li> <li>• £650 Cleaning &amp; Maintenance ( wages)</li> <li>• Repairs and Maintenance of ageing windows at Centre &amp; Teachers House</li> <li>• Compliance Inspections &amp; Certification on the Electrical &amp; LPG Gas Systems to the Centre &amp; Teachers House (estimated to be around £2,500)</li> <li>• Maintenance of the Fire Equipment and Alarm system at the Centre</li> <li>• Supplies (toilet roll, hand towels, cleaning equipment)</li> <li>• Grounds Maintenance</li> <li>• Fixing the leaking roof in the Centre</li> </ul>		

Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:

[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)



# Community Regeneration Funding (CRF) Application Form

Please refer to the **Guidance Notes** to complete the application form.  
 Supporting documentation must be submitted with the application (see section 8.2).  
 Projects must not incur expenditure until they have been advised in writing by the CRF Team.

## SECTION 1: PROJECT SUMMARY

<b>1.1 Project reference number</b>	CRF1234	
<b>1.2 Organisation</b>	Plockton & District Community Trust	
<b>1.3 Project title</b>	Old Post Office buyout – phase 1	
<b>1.4 Project costs</b>	<b>Total cost of project</b>	£11,460
	<b>Match funding</b>	£460
	<b>Grant requested</b>	£11,000
<b>1.5 Start date</b>	February 2023	
<b>1.6 End date*</b>	August 2023	

*\*Projects are expected to be completed and claimed fully by 31<sup>st</sup> March 2024*

1.7 Which of the following themes will the project meet? Please choose ONE theme.	
People	X
Place	
Economy	
Environment	

1.8 Privacy Notice	
Please confirm you have read and understood the Community Regeneration Funding privacy notice: <a href="#">Privacy Notice</a>	
YES / NO	

## SECTION 2: CONTACT DETAILS

<b>2.1 Main contact name</b>	Sandra Holmes
<b>Contact number</b>	
<b>Alternative contact number</b>	
<b>2.2 Position</b>	Chair
<b>2.3 Address</b>	
<b>Postcode</b>	
<b>2.4 Email address</b>	
<b>2.5 Website address</b>	www.plockton.com

## SECTION 3: ORGANISATION DETAILS

<b>3.1 Organisation type</b>	<b>Please indicate (x)</b>	<b>Organisation number</b>
<b>Company limited by guarantee</b>		
<b>Constituted group</b>		
<b>Public body</b>		
<b>Charity</b>	X	SC050271
<b>SCIO</b>	X	SC050271
<b>Other (please specify)</b>		

<b>3.2 Are you applying on behalf of a partnership and is your organisation the lead applicant?</b> <i>Please provide partnership agreement with the application.</i>	<b>YES / NO</b>
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<b>3.3 Is the organisation VAT registered?</b>  By ticking this, you are declaring the organisation VAT status as per HMRC. If this changes at any time during the project, you <u>must</u> notify the CRF Team as this may affect the offer of grant.	<b>YES / NO</b>
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<b>3.4 If the organisation is VAT registered, please quote number.</b>	
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<b>3.5 Is the VAT related to the project being reclaimed from HMRC?</b> <i>Provide relevant details i.e. details of exemptions.</i>	<b>Whole</b>	<b>Partial</b>	<b>None</b>
			X

**Details:**

We are not VAT registered and will not become VAT registered to deliver this project.

<b>3.6 Project delivery team</b>
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Name	Job title/area of work
Sandra Holmes	Chairperson (volunteer): Will assume overall responsibility for delivering the project. Has 20 years' experience of community asset ownership, project development and capital development projects.
Alasdair Mackenzie	Vice-chair (volunteer): Retired solicitor with Highland Council. Will lead on tendering and contracts.
John Maclean	Treasurer (volunteer): Will manage the financial aspects of the project.

## **SECTION 4: PROJECT DETAILS**

Please refer to the **Guidance Notes** to complete this section. It provides important information, definitions, and examples to ensure you answer each section correctly.

### **4.1 Project location - Please include postcode.**

21 Harbour Street, Plockton, Ross-shire, IV52 8TG

### **4.2 Do you own the land/building or have a lease agreement in place? Please provide evidence of ownership/lease with the application. If not in place, what are the arrangements to obtain this and by when?**

We do not own the property – the Old Post Office – but have use of the building, and have had, for over 20 years. We have been offered first refusal to buy from the owner, the National Trust for Scotland. The NTS has given us time to raise the purchase price – approx. £90k. We have been invited to apply to the Scottish Land Fund and UK Community Ownership Fund for funds to purchase and undertake some modest redevelopment of the building.

Success in this application will strengthen our application to UK Community Ownership Fund for post-acquisition development funding to erect a small extension to accommodate a WC and teapoint.

We need to apply to SLF and COF at the same time as both are 'ownership' funds; we cannot apply if we already own the asset. The SLF is underspent at present so we are confident of a successful outcome based on a strong application. The COF is not essential for ownership but critical to our development aspirations.

NB To safeguard our 'first refusal' position we have also undertaken a Community Right to Buy application. We have not submitted this to Scottish Government, but would do so if the NTS put the Old PO on the market. This would grant us a 'late registration' and 8 months to raise the purchase price. We have a letter from Scottish Government confirming our status as a Section 34 Community Body, thus confirming our eligibility to submit at Community Right to Buy application under the Land Reform (Scotland) Act 2003.

### **4.3 The Project**

**(a)** Please summarise the project, explaining how it will achieve the funds' themes as noted in 1.7, and list which outcomes it hopes to achieve.

Thank you for inviting us to apply. We appreciate the fund is heavily oversubscribed. We have

taken your advice to apply for phase 1 costs only – namely, professional services to achieve full architect drawings, planning and building warrant for our proposed extension to provide a toilet and teapoint.

**This is a people/socially focused project.** . See here for more info: <https://plockton.com/old-post-office/>

The property is located at 21 Harbour Street, Plockton, and is known locally as the Old Post Office. It is a modest single storey, single room building constructed from stone, and with a new metal profile roof. It does not have a toilet facility.

More recently, and for over 20 years, the Old Post Office has been used exclusively on an informal basis by the local community. Initially as a craft/knitting shop and following the retirement of the local newsagent in 2016, it also serves as a community-run paper shop.

The Lochalsh Knitters comprise members of the Plockton community and the surrounding area of Lochalsh. They use the building as an outlet for their high quality, hand crafted knitted garments, crochet items and crafts. Many of the knitters sell their items in aid of charity. The 'Knitters Shop' is open daily from 1000 - 1600 between April to October each year and is extremely popular with locals and visitors alike. The paper shop is open daily from 0900 - 1100, providing a range of daily newspapers for both locals and visitors. Both operations are run by volunteers. During the COVID pandemic the shop was closed and a paper delivery service was established for local residents.

**Sustainable/viable:** The running costs and maintenance of the property are met by the knitters and community paper shop. In 2016 internal refurbishment was undertaken to accommodate the paper shop and in 2020 the old tin roof was replaced. Based on its current underutilised use, it generates sufficient income to cover insurance, water drainage charge (roof water), heating and maintenance. With the addition of a toilet and insulation, the building will have greater occupancy and therefore will generate more income.

**Value for money:** Our grant request is relatively modest. We have been unable to secure public match funding for this phase but we have been invited to make applications for the acquisition and redevelopment phase. We will therefore contribute £460 of our own resources to this project. We are raising this from the sale of a local phone book <https://plockton.com/phone-book/> . We have no assets, staff or core income at present. We are entirely run by volunteer effort. The purchase of the Old PO will be our first income generating asset. Our only grant income to date is £5,800 to undertake development options for the Old Post Office to RIBA Stage 2.

**Additionality:** We do not have the funds to undertake this work. Securing this funding from CRF will significantly strengthen our position to leaver in £50-60k from the UK Community Ownership Fund towards the toilet extension.

### **(b) How will the project benefit local communities or the local economy?**

This is a socially-focused project to support community cohesion, wellbeing and to help overcome isolation, particularly amongst our more mature community members who currently make most use of the asset.

As well as delivering a much valued local service, the paper shop serves as a 'community social hub' with many residents stopping for a chat when they collect their papers. With an age

demographic heavily skewed towards an elderly population (\*25% retired) there remains much demand for daily papers and the social contact this provides is particularly important. By adding a small extension to accommodate a WC and kitchen point the community will make greater use of this asset as an informal social/meeting space.

The village hall is in great demand and costly to heat. A small, informal meeting room that is easy to heat and with facilities, is much needed and will be welcomed by the community, particularly our more elderly residents during the cost of living crisis.

Once owned and refurbished, it will be able to accommodate wider uses. As it does not currently benefit from a WC facility and is not insulated, it is underutilised at present and particularly in the winter months. The community has expressed a desire to use it for the following, in addition to the current use:

- Informal social meeting space – coffee and a chat, and to read the papers
- Committee meetings
- A number of homeworkers are needing a space to host client meetings, and a quiet space from which to work on occasion
- The parent and toddlers group confirmed they need a warm space for art and craft activities, and for when the hall is not available.

**(c) What need or opportunity will the project address? How do you know there is local support for the project?** *Please provide evidence of community support with the application i.e. letters of support/consultation reports.*

The need is to safeguard the existing use of the building by the community as outlined and to improve it so it can deliver more for our residents as outlined above.

We have undertaken extensive community engagement, both with members of the community and local organisations.

- 28 April 2021: outline of initial plans at Trust AGM (Zoom)
- 1 July 2021: posting on Plockton Past & Present (Facebook) re our aspirations to buy the Old PO
- 9 July 2021: Article with photo in the West Highland Free Press regarding our plans
- 28 March 2022: Meeting with representatives from the Village Hall, Community Council, Parent & Toddler Group, Knitters, Papers and Plockton Harbour CIC to discuss our plans and how we could work together to bring this forward. A representative of the Knitters, Papers and Trust sat on a selection panel to appoint the architect. Four tenders were received to get us to RIBA Stage 2. (This was funded by the Scottish Land Fund and Architectural Heritage Fund).
- 9 April 2022: Two drop in sessions were held at the Old PO to gather ideas for how it could be developed and used.
- 11 July 2022: Update given at Trust's AGM
- 30 September 2022: The above representatives joined a meeting with the Architect where he shared his development options. The meeting requested a different option – the preferred option – which the Architect then drew up. All plans are on our website.
- We have a petition with over 100 signatures showing support for the purchase (this can be provided on request)
- Our discussions regarding the PO is detailed in all our minutes which are available on our

website

- We have a dedicated page on our website to share information and request input: <https://plockton.com/old-post-office/>
- Letters of support from: Plockton Village Hall, Plockton & District Community Council, the Knitters and the Papers.

**(d) List the main activities to deliver the project including timescales – this will be the project delivery plan.**

Activity name	Achieve by (date)
Obtain full quote from Architect for drawing services and planning/building warrant applications	February 2023
Obtain quote and commission topographical survey and trial pits	February 2023
Obtain quotes for structural engineer and QS	March 2023
Commission and manage this work to completion	August 2023

**(e) In developing the project, please detail how you have considered the following:**

**Environmental impact** – describe how you intend to mitigate negative environmental impacts that may arise in delivering the project. It may also be that the project specifically seeks to address climate change issues or implement net zero ambitions/solutions.

The funding requested is to provide drawings, planning and building warrant to add a small extension to accommodate a WC and teapoint, and to improve the energy efficiency of the building by installing insulation. This assistance will enable us to apply to the UK Community Ownership Fund for funding towards these capital costs. The building has no insulation at present, so adding this will significantly reduce its heating demand and will enable greater year round use of the building (it is very cold in the winter).

It will also allow meetings that are currently hosted in the hall – when available – to be held in the Old PO which will be much easier to heat. The main hall and exhibition area are both large spaces to heat.

**Equalities impact** – explain how you have taken groups with protected characteristics into account in the development/delivery of the project. How will you ensure that no one is excluded or disadvantaged from benefitting from the project? Will the project target specific groups for example?

We are seeking to acquire the Old Post Office for the benefit of the whole community. At present it is predominantly used by more mature members of the community. The building is accessible and the toilet will meet disability standards. A WC and insulation is needed to enable more people to be able to use the building. For example, the parent and toddler group have confirmed they would use the building if it were easy heat and had a toilet facility. They do not use it at present for these reasons. When used by the knitters, they go to a neighbouring house to use their facilities. This is far from ideal.

An extension is needed for the toilet as the current standards for a toilet would take up significant



floor space within the building, thus impacting negatively on useable space.

**(f) How will the project be supported after CRF funding and what will be the lasting benefits/legacy?**

This CRF funding request will strengthen our ability to make the Old Post Office a more useable and energy efficient asset, for the benefit of the whole community. As this is a heritable asset the impact will be long-lasting.

We will be applying for acquisition and post-acquisition development funding in the first quarter of 2023. Our proposal is a strong fit for both the Scottish Land Fund and UK Community Ownership Fund so we are hopeful of a successful outcome.

**(g) Please outline how the project fits with other relevant local plans and strategies.**

Our proposal is compatible with the **Adopted West Plan**. It is a constrained site and it is within the village conservation area. Our development plans will not impact on the vernacular of the building and the roofline will be maintained. Informal planning advice is that our proposals will be passed as all the development will be unseen, at the rear of the building.

Our proposal last fits with the following policies and agenda:

- **Land Reform: Diversification of ownership:** The building will be purchased from the local landowner, The National Trust for Scotland.
- **Land Reform: Community asset ownership**
- **20 min neighbourhood** – nearest other place to buy a daily paper is 7 miles away, in Kyle.
- **Place-based approach:** 52% of the houses in Harbour Street, where the PO is located, are not lived in. Retaining the community use of the building will keep some life and vibrancy in the old part of the village. The last thing we need is another empty building.
- **Community wealth building:** the project will provide a local service and all income will be reinvested into sustaining the building and supporting the community.

<b>4.4 Does the project require planning permission or other statutory regulatory consents?</b>	<b>YES / NO</b>
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**If YES, please detail below** - *provide evidence with the application if granted.*

Type	Applied – Yes/No <i>(include date)</i>	Granted – Yes/No <i>(include date)</i>
Planning approval and building warrant (this is what we are requesting funding for)	No	No

## **SECTION 5: BUDGET**

*This can be provided in a separate excel spreadsheet if preferred. Delete the example below before completing this section.*

<b>5.1 Main project expenditure – these should be as accurate and current as possible from recent quotations, price comparisons or advice from professionals.</b>			
<b>Budget Heading</b>	<b>Detailed costs</b>	<b>Revenue/Capital</b>	<b>Amount</b>
Architect	Full architect drawings	Revenue	£6000
Professional services	Structural engineer	Revenue	£960
Professional services	Topographic survey and site pits	Revenue	£1800
Professional services	Quantity Surveyor	Revenue	£1200
Statutory services	Planning and building warrant fee	Revenue	£1500
Total capital expenditure			£
Total revenue expenditure			£11,460
<b>TOTAL PROJECT COST</b>			<b>£11,460</b>
<b>Is VAT included in these costs?</b>			<b>Yes / No</b>
<b>Project expenditure before March 2023</b>			<b>£1,800</b>

**5.2 Reasonableness of cost – project expenditure as detailed in 5.1 should be from recent price quotations. If you have been unable to seek current quotations, please explain how you have obtained project costs whilst developing the project?**

We received estimated costs from the architect we commission to get our plans to RIBA stage 2.

## **SECTION 6 – MATCH FUNDING**

<b>6.1 Please give details of confirmed or pending match funding:</b> <i>If match funding is confirmed, please provide letters of awards with the application.</i>			
<b>Name of funder</b>	<b>Applied YES / NO <i>(include date)</i></b>	<b>Granted YES / NO <i>(include date)</i></b>	<b>Amount £</b>
Own Funds	n/a	n/a	£460
<b>Total match funding</b>			<b>£460</b>
<b>CRF requested</b>			<b>£11,000</b>
<b>Total project cost</b>			<b>£11,460</b>

<b>6.2 Will the project involve “in kind” support?</b> <i>This should <u>not</u> form part of the overall budget or counted as confirmed match funding for the project.</i>
<p><b>YES / NO</b></p> <p><b>Please detail:</b> Volunteer trustees will draft the scope of works, obtain quotes (if needed), and commission and project manage this work.</p>
<b>6.3 Please explain why public funding is required to deliver the project. Will the project happen without funding support?</b>
<p>This aspect of the project will not proceed without public funds as at present we have minimal reserves and no income stream. We are a new development trust, seeking to secure our first asset.</p>

## **SECTION 7 – REVENUE GENERATION PROJECTS**

*To be completed by **revenue generation** projects ONLY. If the project does not generate revenue, please go to SECTION 8. Please submit a business plan with the application.*

<b>7.1 Will the project generate revenue?</b> <i>Please provide a copy of the budget forecast with the application.</i>
<p><b>YES / NO</b></p>

**If yes, how will the revenue benefit the organisation? Will it be re-invested to help with the long-term sustainability of the project – if so, how?**

The project will be self-sufficient. It will generate sufficient income to cover its operating costs with some surplus to be put in a sinking fund for maintenance and repairs. We don't anticipate it generating much in the way of a profit, but if so this will be reinvested into the work of the Trust.

**7.2 How will you ensure that local organisations/businesses are not disadvantaged as a result of the project?**

The current use of the building will be safeguarded and maintained. Some activity that would take place in the village hall might utilise this facility. The Hall Committee is supportive of our proposal as they recognise the hall is not always available due to high occupancy and also that it lacks a small, easy to heat, room for community use.

**7.3 Have you considered taking out a loan for the project?**

**YES / NO**

**Please state your reasons:**

We have no means at present to repay a loan.

**7.4 Have you had support from other organisations in developing the project?**

**For example:**

**Details**

None

**7.5 Have you previously received public funds for the organisation?**

**YES / NO**

**If yes, please provide details of awards for the last 3 fiscal years:**

Funding	Year of award	Amount £
Scottish Land Fund	2021	£2,900
Architectural Heritage Fund	2022	£2,900

**SECTION 8 – SIGNATURE**

***I declare that the information contained in this application is correct to the best of my knowledge. I have read the guidance notes and understand and accept the terms and conditions noted within them.***

***The data you have provided in the application (and claim) forms are subject to the provisions of the Freedom of Information (Scotland) Act 2002, the Data Protection Act 1998 and the Environmental Information (Scotland) Regulations 2004.***

<b>8.1 Main applicant, chairperson or equivalent</b> – <i>the person signing this application has the authority within the organisation to apply for grant funding</i>		
<b>Signature:</b>	<b>Print:</b>  Sandra Holmes	<b>Date</b>  09/12/2022

<b>8.2 Supporting documents checklist.</b> <i>You <b>must</b> enclose the following documents (where applicable) with the application. If they are not available, please state why. Please refer to the guidance note on how to name/label the documentation.</i>		<b>YES / NO or Not applicable</b>
<b>1</b>	<b>Constitution or articles and memorandum</b>	Yes
<b>2</b>	<b>Committee Members or Directors List</b>	Yes
<b>3</b>	<b>Permissions – i.e. planning, building warrants, marine licences</b>	N/a
<b>4</b>	<b>Policies – i.e. child protection, health and safety, equal opportunities</b>	N/a
<b>5</b>	<b>Confirmation of match funding letters</b>	Own funds
<b>6</b>	<b>Bank statement – latest available</b> * <i>please provide a statement below declaring what the remaining bank balances are for.</i>	Yes
<b>7</b>	<b>Annual financial accounts – latest available</b>	Yes
<b>8</b>	<b>Evidence of need and demand i.e. letters of support, community consultation reports, photos</b>	Yes
<b>9</b>	<b>Business plan (revenue generation projects only)</b>	In progress
<b>10</b>	<b>Relevant insurance policies</b>	N/a
<b>11</b>	<b>Job descriptions (CRF funded posts only)</b>	N/a
<b>12</b>	<b>Evidence of control/ownership of asset – i.e. lease, title deeds</b>	N/a
<b>13</b>	<b>Partnership agreement</b>	N/a
<b>Reason for missing documentation:</b>		
<b>Declaration what the remaining bank balances are for:</b>  Our bank balance is only £126.78		

**Completed forms and supporting documentation should be emailed to the following email address quoting your unique project reference number:**  
[communityregenerationfund@highland.gov.uk](mailto:communityregenerationfund@highland.gov.uk)

Reference Organisation			Project title		
1004	Lochbroom Community Council	Quay Street Community Park			
1013	Aultbea Community Centre & Football Field	Aultbea Hall Revival - Phase2			
1018	Balmacara Community Trust	Restoration of Balmacara Old Mill Hall			
1056	Strathpeffer Residents Association	Construction of Strathpeffer Community Park			
1149	Lochbroom Sailing Club	Youth Sailing			
1223	GALE Action Forum	Community Connections			
1231	Scoraig Community Centre Group	Community Centre Roof repairs			
1234	Plockton & District Community Trust	Buyout and development of the Old Post Office - Plockton			

Project Description	Total project cost	Grant Requested	Capital Spend	Revenue Spend
Install swing park equipment at Quay Street Community Park, Ullapool	£ 69,827.00	£ 25,000.00	£ 69,827.00	£ -
Phase 2 is to carry out remedial and renovation work to the main hall and bring back into community use.	£ 74,095.00	£ 23,500.00	£ 74,095.00	£ -
To replace delapidated roof of the Old Mill hall to save the structure from irreparable damage, and safeguarding future restoration works.	£ 71,760.00	£ 61,760.00	£ 71,760.00	£ -
Creation of a community park in the centre of the village, between the primary school and Ord Terrace	£ 155,979.00	£ 99,979.00	£ 155,979.00	£ -
To expand on the provision of youth sailing opportunities, project costs involve purchase of 4 sailing dingys plus trailers, wetsuits, helmets, misc equipment, power boat training for 6 people and RYA dingy assistant instructor training for 2 people.	£ 8,033.03	£ 8,033.03	£ 5,573.03	£ 2,460.00
To provide and co-ordinate a comprehensive package of health and wellbeing services within the Gairloch and Loch Ewe community. Costs include Volunteer Coordinator salary inc expenses, training and support work, counselling session fees, and generic overhead and food/fuel	£ 54,632.00	£ 12,009.60	£ -	£ 54,632.00
Commission a survey on the structural repair of the community centre roof and options for improving energy efficiency with a view to the venue being carbon neutral.	£ 8,000.00	£ 5,000.00	£ -	£ 8,000.00
Professional services to achieve full architect drawings, planning and building warrant for our proposed extension to provide a toilet and teapoint at the Old Post Office building	£ 11,460.00	£ 11,000.00	£ -	£ 11,460.00

£ 246,281.63

HCCF

PBIF

**Total**

£198,515.42

£68,160.00

£266,675.42



CLLD	Start date	End date	Match Funding	Consents	Project Robustness	Engagement & Support
N	Jan-23	Apr-23	Y	Y - TBC	2	3
N	Feb-23	Sep-23	Partial - awaiting £12.5k	Building warrant	3	3
N	Mar-23	Mar-24	Y	Y	3	3
N	Mar-23	Mar-24	Partial - awaiting £30k	Y	3	3
Y	Jan-23	Mar-24	Y	N/A	3	3
Y	Dec-22	Mar-24	Y	N/A	3	3
N	Jan-23	Jun-24	Y	N/A	3	3
N	Feb-23	Aug-23	Y	N/A	3	3

Meeting a Need of Demand/	Legacy & Exit Strategy	Equalities issues/ impacts	Environm ental sustainab	Value for Money	Match funding	Meets Local Priorities	Additionality	Score
3	2	3	3	3	3	3	3	28
3	3	3	3	3	2	3	3	29
3	3	2	3	3	3	3	3	29
3	3	3	3	3	2	3	3	29
3	3	2	2	3	3	3	3	28
3	2	3	3	2	3	3	3	28
3	3	2	3	3	3	3	3	29
3	2	3	3	3	2	3	3	28