

To: Infrastructure, Land & Environment Policy Board
Community Asset Transfer Subcommittee

On: 30 August 2023

Report by: Chief Executive

Heading: Community Asset Transfer Request – Linwood War Memorial
Vacant Site bordered by Old Candren Road-A761-Bridge Street,
Linwood PA3 3AP

1. **Summary**

- 1.1 The purpose of this report is to ask the Community Asset Transfer Subcommittee to consider the request to transfer the vacant site bordered by Old Candren Road-A761-Bridge Street, Linwood PA3 3AP to Linwood War Memorial Association under Part 5 of the Community Empowerment (Scotland) Act 2015.

2. **Recommendations**

It is recommended that the CAT Subcommittee:-

- 2.1 Consider the Community Asset Transfer request for the vacant site bordered by Old Candren Road-A761-Bridge Street, Linwood PA3 3AP.
- 2.2 Agree to the transfer of the asset to Linwood War Memorial Association for the discounted rent of £1 per annum (if asked) subject to the conditions set out at 7.1 below; and
- 2.2 Authorise the Head of Economy and Development and the Head of Corporate Governance to conclude the lease at the rate above, and on such terms as required to protect the Council's interest.

3. Background

- 3.1 Part 5 of the Community Empowerment (Scotland) Act 2015, hereinafter referred to as the Act, provides the right for community bodies to request outright ownership, short or long term lease or other rights over any land or property owned or leased by the Council.
- 3.2 The Act requires local authorities to assess requests transparently against specified criteria, and to agree the request unless there are reasonable grounds for refusal.
- 3.3 The CAT Officer Panel met to consider this request on the 22nd of August 2023. In accordance with the revised Scheme of Delegation (September 2022), the Panel agreed to recommend to the CAT Subcommittee that the application be approved subject to the conditions set out in paragraph 7.1 below.

4. Asset Details

- 4.1 The site is a triangle of derelict land bounded by the A761, the Old Candren Road and Bridge Street, Linwood. Currently a wooded area with access from the Old Candren Road (on the same level) and fenced on Bridge Street and the A761. A map of the proposed site is attached (Appendix 1).
- 4.2 The site has no current or residual value in property / estates terms.

5. Linwood War Memorial Association (LWMA)

- 5.1 LWMA is an unincorporated charity registered with the Scottish Charity Regulator (OSCR), registration number SC052291.
- 5.2 The organisation was established as a vehicle for asset transfer to develop a war memorial for Linwood residents who gave their life in conflict, first promised to the town in 1920 , and achieved charitable status on 30 January 2023.
- 5.3 The organisation's constitution has been checked for the power to own and lease property. The organisation is community controlled with over 620 adult members and is fully compliant as a Community Transfer Body under the Act.

6. Community Asset Transfer Request

- 6.1 LWMA request to lease the land for a minimum of 99 years and further request the right to erect a monument in remembrance of those from Linwood, who gave their lives in conflict.

The monument (or memorial space) will include (at street level from the A761) an archway entrance to a space of contemplation where the names of the fallen will be recorded, together with local history and heritage information.

6.2 The group are offering to pay £1 per annum for the site.

Purpose

6.3 LWMA propose to use the memorial space for Armistice Day and Remembrance Day services / celebrations and any other related day of remembrance.

6.4 The area surrounding the memorial space will be developed to incorporate formal accessible community flower gardens beyond which will be a wildlife corridor to the Black Cart River and beyond. The wildlife area to be used by nursery and primary schools to support learning and ecological awareness, within a secure outdoor space.

6.5 The full CAT request form is attached as Appendix 2.

Community Benefits

6.6 Benefits proposed include:

- a) **Regeneration** - The land was previously the site of housing, demolished several decades ago and residual to the construction of the A761. Over the years it has become overgrown with naturally deposited trees and shrub. There is fencing at the areas lower than street level (for safety purposes) and the remainder is accessed from the Old Candren Road, which has allowed it to become a spot for fly-tipping. We will transform the residual area into an eco-feature for use by our nurseries and schools, will support the national ambition for ecological regeneration of our green spaces.
- b) **Social / Wellbeing** - On completion, the area will provide a space of contemplation. During the development it will enable the community to come together to be involved in group gardening activities, particularly during the clean up phase and establishing the gardens.
- c) **Environmental / Wellbeing / Environmental Benefits** - During the development phases and on completion, the 'living memorial' aspect of the site will provide an opportunity to support environmental awareness activities for local nurseries and schools. Where possible this will be linked to the school's curriculum. The development of a 'wildlife corridor' between the town and the river (Black Cart) will include the formation of habitats for flora and fauna, such as bat boxes, bird boxes, bug hotels and if feasible pond life and any appropriate wildflower. This, together with formation of a formal garden and avenue of trees will bring benefit to the physical environment and to the people of Linwood through physical activities and development of knowledge.

Funding and Sustainability

- 6.7 LWMA has secured over £17,000 from local sources towards the estimated cost of c. £100,000 for the memorial.
- 6.8 Applications to other funders including the Lottery and Glasgow Airport Flight Path have been prepared pending the outcome of the CAT transfer request (funders generally will not permit applications until a lease or ownership is agreed).
- 6.9 The group also plan to apply to the War Memorials Trust, Veterans Foundation, Poppy Scotland, Lloyds Patriotic Fund, The Soldiers Charity, RAF Benevolent Fund, RN & RM Charity, Royal British Legion and SSAFA.
- 6.10 LWMA has shown itself to be particularly resourceful and has secured all professional services to date free of charge including services of an Architect, Geotechnical Surveyor, Memorial Sculptor, Civil Engineer, Structural Engineer, Quantity Surveyor, Planning Advisor, Chartered Surveyor and a Habitat Surveyor. Each company has committed to provide their specialists for the duration of the project at zero cost to the LWMA.
- 6.11 The group also have firm commitments from local military personnel to support the land clear up (undergrowth) when they are able to commence work on site as well as a commitment from Andrew Malcolm MBE for the supply of all aggregate required to bring the memorial to street level, again at zero cost to the LWMA.

Publication and Representations Received

- 6.1 The CAT request was validated on the 24th of July 2023 and was open for public representation until the 25th of August 2023.
- 6.2 Only one formal representation was received which was in support of the application from the Secretary of Linwood Community Council.
- 6.12 The CAT Panel have requested that the lease be subject to full planning consent and confirmation of funding to erect the monument be secured within three years of the lease agreement being concluded.

7. Community Asset Transfer Conditions

- 7.1 It is proposed that the following conditions be added to the CAT Decision Notice:
- Lease granted subject to full planning consent; and
 - LWMA to provide a copy of their funding strategy and confirmation that funding to erect the monument is secured within three years of the lease being agreed.

Implications of the Report

1. **Financial** – None.

2. **HR & Organisational Development** – None.

3. **Community Planning**

Our Renfrewshire is well – the CAT supports the wellness and resilience of our citizens and communities.

Our Renfrewshire is thriving – the CAT supports economic growth that is inclusive and sustainable;

Our Renfrewshire is fair: addressing the inequalities that limit life chances.

4. **Legal**

(a) The CAT request and CTB comply with the requirements of Part 5 of The Community Empowerment (Scotland) Act 2015.

(b) A formal offer from the CTB must be received within 6 months of decision to approve.

(c) Sale must be concluded within 6 months of a formal offer being submitted by the Club.

5. **Property/Assets** – As per this report.

6. **Information Technology** – None.

7. **Equality & Human Rights**

(a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because no groups or individuals have any involvement currently at the property. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety** – None.

9. **Procurement** – Not applicable.

10. **Risk** – None.

11. **Privacy Impact** – Not applicable.

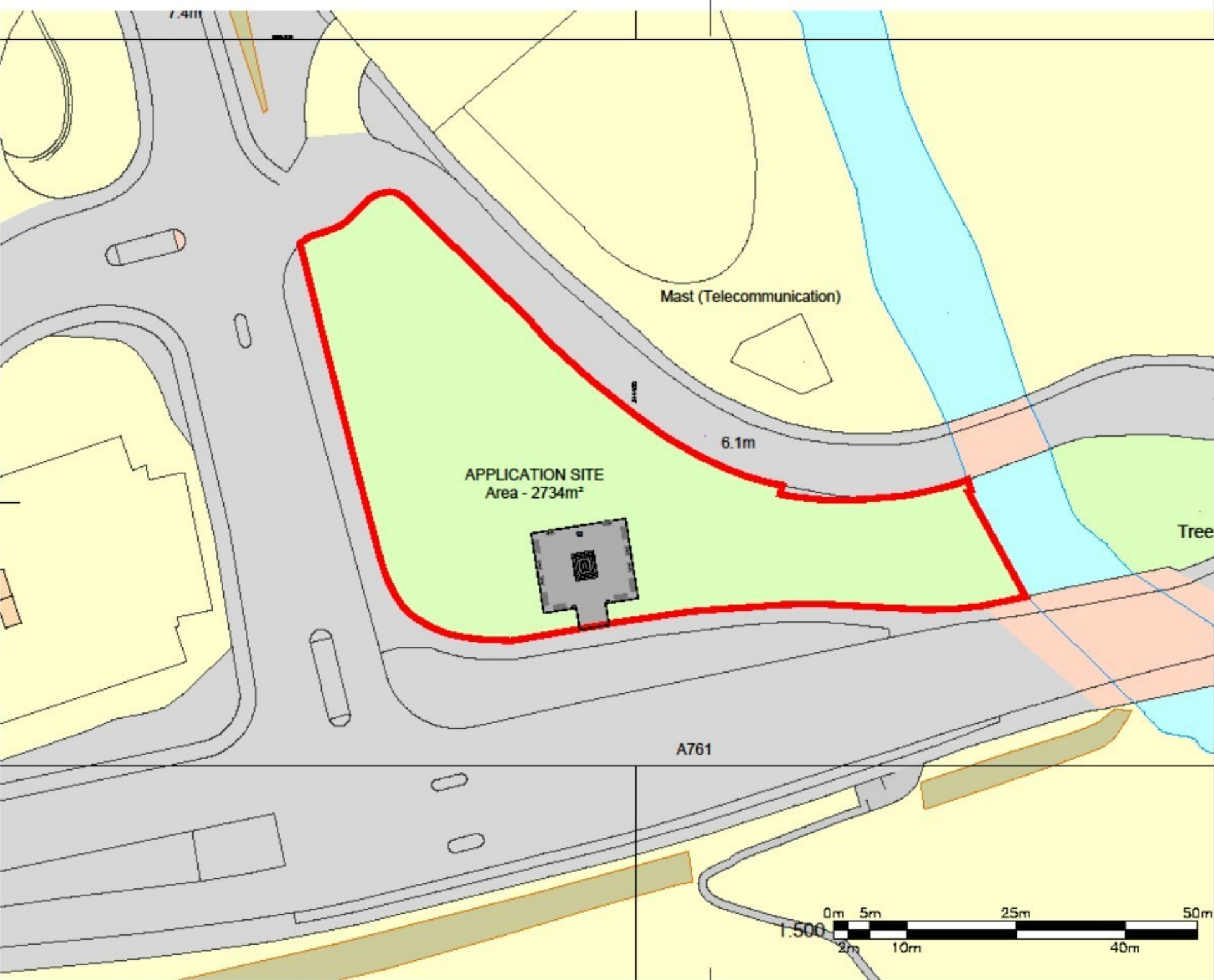
12. **Cosla Policy Position** – Not applicable.

List of Background Papers

(a) None.

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NOTES:
FIELD DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALE DIMENSIONS.
ALL DIMENSIONS TO BE CHECKED ON SITE.



Revision # Date of Year/Day/Year Description Description



Chartered Surveyors and Property Consultants

33-35 Wood Street, Glasgow G2 3DP
Telephone 0141 353 1200 Fax 0141 353 1212
Website www.graham-sibbald.co.uk/gscs

Client: **Montgomery Jones**

Project: **Proposed Memorial**

Address: **Vigant Land at Corner of Bridge Street / A761 Lifford**

Drawing Title: **Site Plan as Proposed**

Drawing No: GB_13126	Drawn By: L. Coyne	Scale: 1:200 @ A2
Date: 2022_05_04	Checked By: JM	Date: 15/11/2022

PREPARED BY GRAHAM + SIBBALD TECHNICAL SERVICES LTD

PROPOSED MEMORIAL ARE SITE PLAN



Received
21/07/2023

COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

ASSET TRANSFER REQUEST FORM

IMPORTANT NOTES:

This is a standard asset transfer request form which can be used to make a request to Renfrewshire Council. For assets owned by other relevant authorities, please refer to that authority's own website.

You do not need to use this form to make an asset transfer request but using a form will help you to make sure you include all the required information.

You should read the asset transfer guidance provided by the Scottish Government before making a request. All forms and guidance documents are available to download from the Council's [Website](#)

You are strongly advised to discuss your proposals with the Council before making an asset transfer request. You can do this by contacting the CAT Single Point of Contact at communityassettransfer@renfrewshire.gov.uk.

When completed, this form must be sent to: -

The CAT Single Point of Contact
Regeneration and Place
Renfrewshire Council
Renfrewshire House
Cotton Street
Paisley
PA1 1TT

Or submitted by email to: communityassettransfer@renfrewshire.gov.uk

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015 in relation to property owned, leased or managed by Renfrewshire Council.

Section 1: Information about the community transfer body (CTB) making the request

1.1 Name of the CTB making the asset transfer request

Linwood War Memorial Association

1.2 CTB address. This should be the registered address (if you have one) or main correspondence address.

Postal address: Trustee – Chairperson
Joan Melville, 49 Loanhead Road, Linwood, Paisley, PA3 3QN

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

Contact name: Joan Melville
Postal address: 49 Loanhead Road, Linwood, Paisley
Postcode: PA3 3QN
Email: linwoodwarmemorial@gmail.com or joanmelville@virginmedia.com
Telephone: 07855 961 774

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

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

Renfrewshire Council takes the privacy of your personal data very seriously. For more information see our [Privacy Policy](#).

✓ We agree that information provided in this asset transfer request, including contact details, may ONLY be forwarded to relevant officers within Renfrewshire Council for the purposes of assessment and/or in order to provide specialist support to further the asset transfer request as appropriate. Contact details will only be forwarded with your consent for an explicit purpose. *(Please tick to indicate agreement).*

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

	Company (with no fewer than 20 members) and its company number is	
	Scottish Charitable Incorporated Organisation (SCIO) (with no fewer than 20 members) and its charity number is	
	Community Benefit Society (BenCom), (with no fewer than 20 members) and its registered number is	
X	Unincorporated organisation	Office of the Scottish Charity Regulator (OSCR) Status – Charity Number SC052291

Please attach a copy of your constitution, Articles of Association or registered rules.

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

No ✓

Please give the title and date of the designation order:

1.6 Does the organisation fall within a class of bodies which has been designated as community transfer bodies by the Scottish Ministers (i.e. those listed above at 1.4)?

No ✓

If yes what class of bodies does it fall within?

Section 2: Information about the land and rights requested

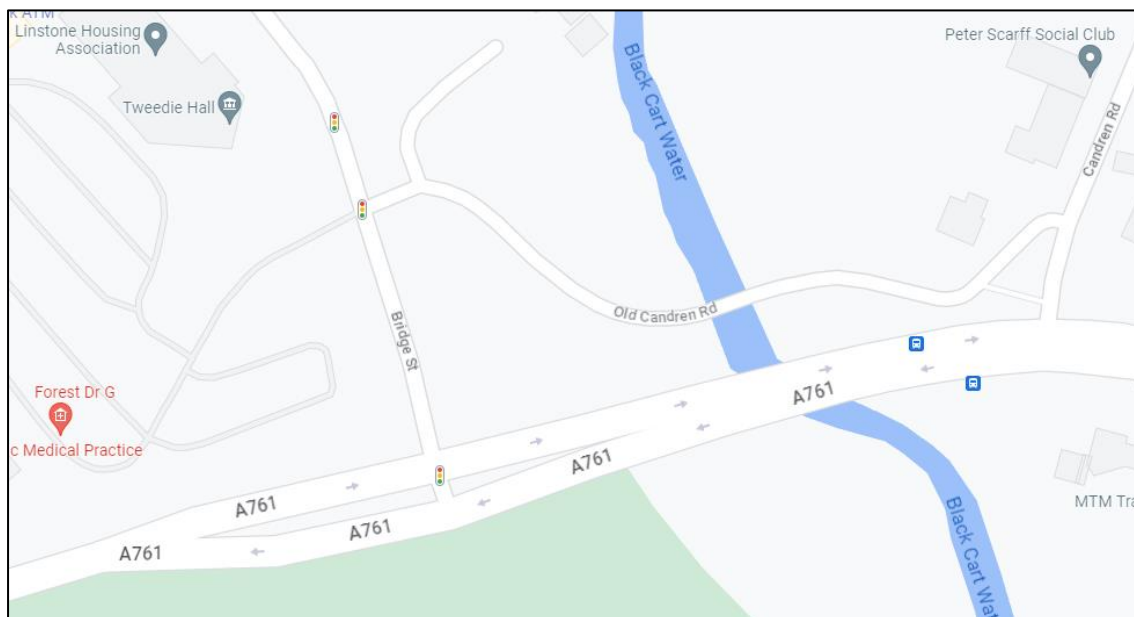
2.1 Please identify the land / property to which this asset transfer request relates.

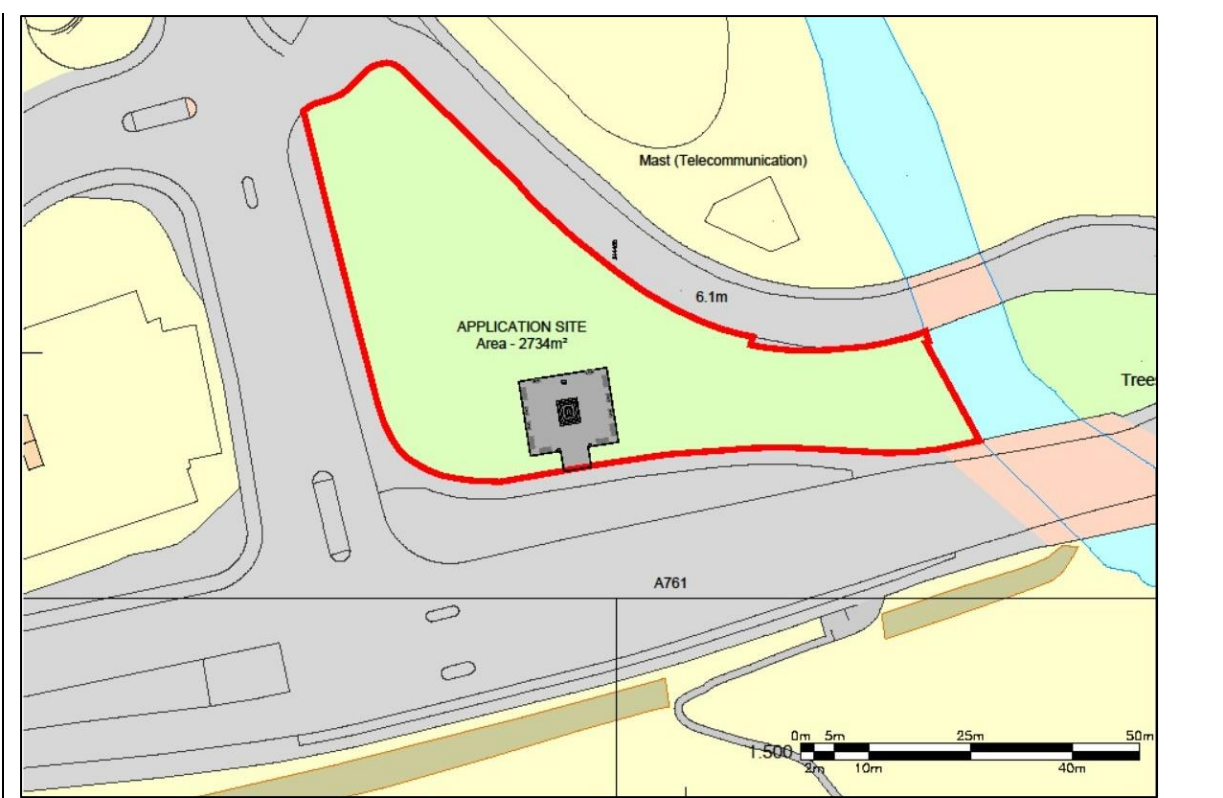
You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.

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

Details of Property: - Triangle of derelict land bounded by the A761, the Old Candren Road and Bridge Street, Linwood. Currently a wooded area with access from the Old Candren Road (on the same level) and fenced on Bridge Street and the A761.

See attached location and an application site plan below.





Address: No official address – plot of land

Postcode:

Community Area: Linwood

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

If the property has a UPRN you will find it in the relevant authority's register of land.

UPRN:

Section 3: Type of request, payment and conditions

3.1 Please tick what type of request is being made:

for ownership (under section 79(2)(a)) - go to section 3A

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

for other rights (section 79(2)(b)(ii)) - go to section 3C

3A – Request for ownership

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

Proposed price: - £

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

3B – request for lease

What is the length of lease you are requesting?

99-year lease (in perpetuity)

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

Proposed rent: £ 1 per year (delete as appropriate)
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Please attach a note setting out any other terms and conditions you wish to be included in the lease, or to apply to the request in any other way.

3C – request for other rights

What are the rights you are requesting?

We request rights to erect a monument in remembrance of those from Linwood, who gave their lives in conflict. The monument (or memorial space) will include (at street level from the A761) an archway entrance to a space of contemplation where the names of the fallen will be recorded, together with local history and heritage information.

Access rights are requested as the memorial space will be used for Armistice Day and Remembrance Day services / celebrations and any other related day of remembrance.

Access right are requested for the area surrounding the memorial space will incorporate formal accessible community flower gardens beyond which will be a wildlife corridor to the Black Cart River and beyond. The wildlife area to be used by nursery and primary schools to support learning and ecological awareness, within a secure outdoor space.

Do you propose to make any payment for these rights?

Yes ✘

No ✔

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

Proposed payment: £

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

Section 4: Community Proposal

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

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

4.1.1 Objectives of the Project:

The project will provide a 'living memorial' to the people of Linwood who have given their lives in war and conflict, since the Great War. In developing the site for the erection of a monument, the Linwood War Memorial Association (LWMA) are working with nurseries, schools and community organisation to design the memorial, gardens and eco space to provide a functional and usable space that benefits the wider community and brings people together. In researching the names of the fallen, the project will capture and retain the local history and heritage of Linwood.

4.1.2 Why there is a need for your Project

Research to date, evidences the death in conflict of 127 men and women who were born, lived and worked in Linwood, since the start of the Great War in 1914 to current day. Less than 50% of these people are commemorated locally in some way. Some names appear in their respect parish churches or their place of work. (St Convals Chapel, Linwood Church of Scotland, the Masonic Lodge and the Reid Gear (prior to its recent demolition). Most do not appear anywhere, except for their official war grave (France, Belgium etc).

Other adjacent towns and villages have their own memorial space / monument / cenotaph. Linwood has nothing, yet has more recorded fallen and acts of bravery.

The promise of a local war memorial was first made in 1920, yet has never reached fruition. Attempts in recent years, to secure funding and land has failed for a variety of reasons (other local priorities, ill health etc). LWMA engagement with the local community evidences the desire and support for a war memorial. Whilst there are other economic priorities for the people of Linwood, financial support for the memorial project continues to gather pace.

4.1.3 Development / changes / modifications required

The main changes to the site will be the erection of the memorial space. From what will be the entrance on off the A761, the land is approximately 2.5 meters below street level. The monument space will be brought up to street level by a steel structure and infilled with aggregate. The land which will become the gardens will slope down at a 1:3 gradient to enable wheelchair access. The monument space will require the removal of some of the existing trees and the removal of their roots. Where trees are felled, they will be replaced. The monument will be an obelisk design, approximately 4meters from ground level. The structure will be steel and brick, clad with a granite facing. The monument space will have benches, high level planters and historical information installed. Fencing will be installed around the perimeter of the entire area. Safe crossing to the area is already in place. Lighting will be required.

4.1.4 Activities that will take place

As a living monument the aim is to have activities within the space all year round.

The main purpose is for remembrance celebrations which will include Armistice Day and Remembrance Day religious (multi faith) services to remember our fallen. This will allow local community organisations to lay a wreath.

Raised flower beds within the memorial space will be maintained throughout the seasons, providing an area of contemplation. Benches installed in memory of an individual or regiment etc, will bear the telephone number of support groups, for example Childline, the Samaritans, etc.

The formal gardens will be maintained throughout the seasons, the aim is to provide a garden space to various community groups to manage or input to the seasonal design. We hope that the gardens can provide support to the local students undertaking their SVQ in Horticulture.

The aim of the eco-space or wildlife corridor is to provide an outside learning space for nurseries and primary schools. Activities may include exploration of the flora and fauna and their habitat. We hope that pupils will design and install bug hotels, bird boxes etc.

4.1.5 If the asset is to be used by the public it would be helpful if you could provide details of letting's policy and opening times.

The memorial space, benches and formal gardens will be open to the community 24/7. There will be no letting of the space.

The eco-space used by local schools and nurseries will be scheduled for use across their curriculum and 'booked' only to ensure that only one school group is working in the area at any given time (unless the requirement is for groups to meet).

4.1.6 What provision will be provided for people with disabilities?

The memorial space will be accessible from street level. Some historical information may be made available in braille (still to be agreed). From the rear of the memorial space there will be wheelchair access to the formal gardens and avenue of trees (with appropriate pathway). Wheelchair access to some areas of the eco-area may be feasible, but this has still to be discussed, agreed and designed.

We have engaged with Milldale Day Opportunities for adults with moderate to severe learning disabilities and will aim to include activities appropriate to their service users. Our school engagement includes Riverbrae School, providing education for children with complex needs. We will involve representatives of both Milldale and Riverbrae in our design process to ensure that we can align our project with their specific and unique needs.

Consultation has begun with the Linwood Senior Forum, 50+ Group and other organisations representing the people of Linwood (Linwood community Council, churches and church groups etc) to have their input into the design and capture all access requirement and support needs.

4.1.7 Any other relevant information?

The project in researching the fallen heroes, will capture the local history and heritage of Linwood, including social history to current times. The aim is to document this and present copies to each of our schools to enable them to continue to capture the future.

Previous discussions with Renfrewshire Council Planning Department on the location of the memorial have led to this piece of land. Feedback from discussions with the Planning

Officer, Roads and Lighting have led to the siting of the entrance and some aspects of the design to ensure the safety of the community when in use.

Benefits of the proposal

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

This section should explain how the project will benefit your community, and others. Please refer to the guidance on how the relevant authority will consider the benefits of a request.

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

4.2.1 Economic development / income generation

There are no opportunities for economic development or income generation. This is first and foremost a war memorial

4.2.2 Regeneration

The land was previously the site of housing, demolished several decades ago and residual to the construction of the A761. Over the years it has become overgrown with naturally deposited trees and shrub. There is fencing at the areas lower than street level (for safety purposes) and the remainder is accessed from the Old Candren Road, which has allowed it to become a spot for fly-tipping.

Developing a 'living-monument' by transforming the residual area into an eco-feature for use by our nurseries and schools, will support the national ambition for ecological regeneration of our green spaces.

4.2.3 Public Health

There are no known public health benefits at this time. It should be noted that the intention is to include numbers such as the Samaritans etc on the benches.

4.2.4 Social / Wellbeing

On completion, the area will provide a space of contemplation. During the development it will enable the community to come together to be involved in group gardening activities, particularly during the clean up phase and establishing the gardens.

4.2.5 Environmental / Wellbeing / Environmental Benefits

During the development phases and on completion, the 'living memorial' aspect of the site will provide an opportunity to support environmental awareness activities for local nurseries and schools. Where possible this will be linked to the school's curriculum. The development of a 'wildlife corridor' between the town and the river (Black Cart) will include the formation of habitats for flora and fauna, such as bat boxes, bird boxes, bug hotels and if feasible pond life and any appropriate wildflower. This, together with formation of a formal garden and avenue of trees will bring benefit to the physical environment and to the people of Linwood through physical activities and development of knowledge.

4.2.6 Does your project contribute to the reduction in equalities? Please detail how.

Our project already establishes equality across all genders, generations, religions and race. This is a community wide project.

4.2.7 Any other relevant information

There are some additional activities planned to support the capture of the social history and heritage of Linwood. Two key projects are:

Our Linwood: the publication of a book on the history and heritage of Linwood captured by our research team as the delve into the backgrounds of each of our fallen. This will touch on employment, local industries, social living conditions, and any other aspects encountered. The intention is to print and present to each of our schools, asking that the pupils record the future of Linwood.

Memories: This is an intergeneration project between the schools, our senior residents and where possible veterans. The project will teach the school pupils (likely to be S1 in each of the high schools) to use recording technology, interview and editing to enable local podcasts. The subject will be the memories of their grandparents, neighbours and veterans of Linwood and times of conflict. This will enable us to document and retain memories in a digital format.

We hope that our local library will be keeper of such history.

Restrictions on use of the land

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

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

There are no known restrictions on the use of the land.

Negative consequences

4.4 Please identify any potential risks which may occur if your request is agreed to? How would you propose to minimise these?

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

In developing the design of the memorial, we have considered (so far):

Potential for the area to become a ‘drinking den’ for the local youth. This has resulted in the adjustment of the memorial space structure to ensure there are no walls of vertical elements that would provide shelter. The space will have lighting at night to help spot any unsocial behaviour.

We have engaged young people from nursery age through to 6th form high school pupils to ensure that we have their input to the design and use of the space. This will hopefully give the young people 'ownership' of the space over the coming years. We meet with Primary 5, 6 and 7 pupils and carry this forward to S1 in high school and their curriculum activities. We have representation from both high schools (at 6th form level) on our Management Committee.

We have scheduled input from the local community police, to the final design.

Traffic Management / Safety. *Our location, entrance and overall design has taken into consideration the safety of the community as they use the facility. Access from the A761 side of the land, ensures that existing road crossing systems can be used to reach the entrance.*

New railings to the boundary of the land will provide a safer environment for use by nursery and school children. Railings around the memorial space will be used to secure the eco-space for safety purposes.

Capacity to deliver

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

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

Have you / your organisation managed projects or owned / leased land previously?

No

Please provide details of: -

4.5.1 Skills and experience of members of the organisation

The Management Committee is a team with a range of skills to support the project. This includes a company director, qualified facilities manager, historian / librarian, ex-military personnel, teacher and a classroom assistant, church minister.

Additional skills come from our local community who can provide building, grounds, construction skills etc.

Advice to the project is being received from a wide range of specialist organisations (see response to 4.5.2)

4.5.2 Do you intend to use professional advisors?

Yes, we have already secured a range of advisors including:

- Malcolm Construction – Geotechnical surveys
- Graham + Sibbald – Architectural design and planning advisor (and lease arrangements)
- Will Rudd Davidson – Civil and Structural Engineering

- James Houston - Quantity Surveyor
 - Wild Surveys – Eco-habitats and tree surveys (subcontracted)
 - Gordon Bruce Monumental Sculptor – Obelisk design detail
- Other advisors, will be engaged at the appropriate stage, including the Royal Horticultural Society (see response to 4.5.4)

4.5.3 Do you currently lease / manage a property from Renfrewshire Council? If yes, please provide details

No

4.5.4 Please detail how you plan to maintain the asset?

Once the memorial space is complete there will be an annual maintenance plan put in place. This will be managed by the Charity Management Committee and in general will be subcontracted out. For example, annual planned safety checks on the structure, fencing etc. and any reactive repairs to benches etc.

For ongoing maintenance to the gardens, high level planters etc, our intention is to subcontract to specialist where necessary, such as tree surgeons and to work together with a number of other local projects. This includes:

- the Craig Hepburn Memorial Garden Linwood – the outdoor learning centre based at Linwood High School who maintain a number of garden areas in Linwood and are supported by the Royal Horticultural Society.
- The Linwood Community Garden managed by the Linwood Community Council and,
- Linwood Growers, a community group of gardeners

The eco-space maintenance will be further developed once we have a detailed plan of facilities and activities.

4.5.5. Any other relevant information?

No

Section 5: Level and nature of support

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

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

5.1.1 How many people are members of your organisation? Are they in agreement with this application?

We currently have 620 adult members and growing. So far, all members are supportive of our plans. We do have some individuals within the community who don't like the location or are against a war memorial of any type. These individuals are in the minority.

5.1.2 How many people are members of your community as defined in your constitution / governing rules? Are they in agreement with this application?

All are members as defined within our constitution.

The membership will be open to individual and organisations, who wish to further the objectives of the association.

Yes, they are in agreement with this application.

5.1.3 Have you consulted with other local stakeholder groups and agencies? Please provide evidence.

Yes, we have consulted with:

Educational Organisations: Linwood High School, St Benedict's High School, Woodlands Primary School, Our Lady of Peace Primary School, East Fulton Primary School, Linwood Community Care, Carli's Kindergarten, Milldale Adult Opportunities Day Care, Riverbrae School

It is difficult to evidence consultation with schools and nurseries where we are unable to take photographs. But each of the Head Teachers at each school / nursery will be able to confirm our regular engagement since September 2022.

In 2022, the community – including all schools, came together to deliver a 20-meter display of poppies. The youngest person to make a poppy was 3 years old, the older person was 91. In the weeks leading up to Armistice Day 2022, the LWMA worked with every educational, community and religious group and a number of other local organisations to handmake 1507 knitted poppies and 76 wreaths and poppies, dedicated to our fallen. During this period, we presented some of the known war history within schools. The plans for a 2023 display are underway with the most recent input from schools commencing June 2023.



We have 4 pupil representatives from the 2 high schools on our management committee. We currently speak directly with pupils from the primary schools, but the intention is for the 6th formers to manage the Young People's sub-committee.

Community Forums: Linwood Community Council, Linwood Community Development Trust, Linwood 50+ Group, Senior Forum, Youth Interventions

The Linwood Community Council hold an honorary committee member position, ensuring that the wider community is kept abreast of the project. The LCC sends a representative to our meetings and receive a copy of the minutes.

Church Organisations: Gospel Hall, Linwood Baptist Church, St Convals Chapel, Linwood Parish (Church of Scotland)

Our management committee include the pastor from the Gospel Hall, who represents his congregation. Regular updates are provided to other churches, who were invited to the management committee but have declined.

Police: We have yet to finalise consultation with Johnstone Community Police in relation to the potential for unsocial behaviours.

Local Councillors: We share our meeting agenda and minutes with each of our 4 local councillors. (Cllrs. Alison Dowling, Audrey Doig, David McGonigle, Robert Innes). Each endeavour to attend meetings and support is provided at key events. Cllr. Lorraine Cameron (Provost) has been engaged in the project since early 2023.

5.1.4 Have you contacted local staff? If yes, please provide details of who

There are no staff associated with this land.

5.1.5 Have you contacted any other communities that may be affected?

There are no other communities affected by this project.

5.1.6 Any other relevant information

None

Section 6: Funding

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

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

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

The cost of transfer of the land is limited to the legal aspect require as part of this Community Asset Transfer. These will be met from the current charity funds.

There are no investments and income associated with this project as it is for a war memorial.

Initial indications of the cost of the project are in the region of £100k. This is based on the current design, which remains subject to planning approval and on-going input to the design by our community organisations. More accurate costs cannot be provided until the design is complete. Approximately 50% of this cost is directly related to the professional fees required for 'experts' in design etc.

We have to date secured the professional fees, free of charge to the LWMA for:

- Malcolm Construction – Geotechnical surveys
- Graham + Sibbald – Architectural design and planning advisor (and lease arrangements)
- Will Rudd Davidson – Civil and Structural Engineering
- James Houston - Quantity Surveyor
- Wild Surveys – Eco-habitats
- Gordon Bruce Monumental Sculptor – Obelisk design detail

Additionally, we have secured:

the services of local military regiments to support the clearing of the land of waste and undergrowth. (At no cost)

The provision of all aggregate (free of charge) as required to raise the land to street level (as per the design) – a personal commitment from Andrew Malcolm, MBE, CEO of Malcolm Construction. This commitment includes the free transportation of our memorial stone to and from anywhere in the country for engraving etc.

6.1.2 Please also supply details of what funding you have received so far, and any conditions attached.

We have not received any formal funding from any organisations (as yet). We have received one donation of £1000 related to the sponsorship of a bench in the final garden space. All other fundraising has been related to fundraising events and donations.

It is our intention to apply for any available grants and funding and we expect that some will come with conditions either related to spending in year or defined period and/or specific to a particular objective of our project for example, the eco-space.

The requesting of grants and funding is somewhat limited by the fact that we do not have a dedicated area of land to build the memorial or a timeframe for completion (subject to this community asset transfer application and the future planning application).

6.1.3 Details of funding you have applied for but are still waiting on a decision / response

None (as yet). It is our intention to apply for funding from a range of organisations including,

- Lottery Heritage Funding,
- Arnold Clark Community Fund
- Glasgow Airport Flight Path Fund
- Local businesses such as Tesco and Asda

And the range of war memorial funding facilities including the Royal British Legion, Poppy Scotland, Veterans Foundation etc

6.1.4 Details of other funding i.e. voluntary donations, borrowing etc

There will be no borrowing associated with this project. The charity will continue to raise funds by organising fundraising events and attendance at other local events with our Pop-Up Poppy Shop, selling a range of handmade poppy / remembrance related products for profit. Events include for example; Mother's Day Afternoon Tea, King Charles Coronation Event, Armed Forces Day, raffles tombolas etc.



We have the use of a range of local facilities free of charge for any of our events including the Linwood Welfare Club, the Masonic Hall and the WH Malcolm Heritage Centre.

The target is to raise around £15,000 per year from local LWMA events and attendance at other organisation events where we can sell our goods and increase our membership.

6.1.5 Any other relevant information

Fundraising since June 2022 to June 2023 has achieved £17,048.35

Section 7: Other Supporting Documentation

To enable the Council to fully consider your application, the following supporting documentation must be submitted as part of your application:-

- A copy of your organisation's Constitution, Articles or Association or other governing rules as appropriate;
- A detailed business case (that is proportionate to the nature of the asset transfer request);
- A financial projection of income and expenditure for at least three full financial years following the date of this request;
- A copy of your organisation's most recent audited accounts, where available (or a financial projection covering the current financial year where the applicant has been operating for less than one year);
- Annual reports (where these are available).

Applicants are advised to refer to the Scottish Government Community Asset Transfer Guidance for Community Transfer Bodies for further details of what information should be included in these supporting documents. <https://www.gov.scot/publications/asset-transfer-under-community-empowerment-scotland-act-2015-guidance-community-9781786527509/>

Declaration and Signature

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

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

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

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

"I understand that the details provided will be used by Renfrewshire Council for the purpose of assessing the asset transfer request and may be shared with Council Officers and Elected Members for the purposes of providing support in making the application or other purposes as appropriate. Further information on how the Council looks after personal information can be found here :
<https://www.renfrewshire.gov.uk/article/2201/Privacy-policy>

1. Name **Joan Melville**

Address **49 Loanhead Road, Linwood, Paisley, PA3 3QN**

Date **28 June 2023**

Position **Chairperson LWMA and Charity Trustee**

Signature *Joan Melville*

2. Name **Donna Scott**

Address **105 Brediland Road, Linwood, Paisley, PA3 3RS**

Date **28 June 2023**

Position **Treasurer LWMA and Charity Trustee**

Signature *Donna Scott*

Checklist of accompanying documents

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

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

Attached File: LWMA Constitution as amended January 2023 – signed.pdf

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

Attached File: LWMA ProMap whole site.pdf

Attached File: LWMA Drawing – L(21)001.pdf

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

complete

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

complete

Section 5 – evidence of community support

Attached File: Presentation for Community Groups as at 27-02-23

Attached File: Presentation to Schools 06-23

Section 6 – funding

Attached File: LWMA Draft accounts FY22-23

Section 7 – Supporting Documentation