

**COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015**

**ASSET TRANSFER REQUEST FORM**

**North Lanarkshire Council**

This Community Asset Transfer request form must be completed to make a formal request. This 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. The council may also provide additional guidance on scheme.

You are strongly advised to contact the council and discuss your proposals before making an asset transfer request.

When completed, this form and supporting documentation should be sent to [communitymatters@northlan.gov.uk](mailto:communitymatters@northlan.gov.uk)

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

**Information about the community transfer body (CTB) making the request**

Name of the CTB making the asset transfer request

Palm Church
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CTB address. This should be the registered address if you have one.

Postal address: [REDACTED]
Postcode: [REDACTED]

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

Contact name: [REDACTED]
Postal address: [REDACTED]
Postcode: [REDACTED]
Email: [REDACTED]
Telephone: [REDACTED]

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

*You can ask 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.*

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

	Company, and its company number is .....	
X	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is .....	SC050819
	Community Benefit Society (BenCom), and its registered number is .....	
	Unincorporated organisation (no number)	

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

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

**No**

**Yes**

Please give the title and date of the designation order:

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

**No**

**Yes**

If yes what class of bodies does it fall within?

SCIO

**Information about the land and rights requested**

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

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

It may be helpful to provide one or more maps or drawings to show the boundaries of the land requested. If you are requesting part of a piece of land, you must 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.

Rochsoles Community Centre, 4 Dykehead Rd, Airdrie ML6 6SQ plus the area bounded by the green lines (grassed area, access path).



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: 000118172958

**Type of request, payment, and conditions**

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: £40,000

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?

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

Proposed rent: £                      per

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

**3C – request for other rights**

What are the rights you are requesting?

Do you propose to make any payment for these rights?

**Yes**

**No**

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

Proposed payment: £ 40,000    single bank transfer

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

## Community Proposal

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

The building would be utilised as a hub for the community with on-going programmes, the ability to use it for public events (birthday parties, etc) and used as a church on Sundays, as well as ongoing faith based activities during the week.

We are aware that the area of Thrashbush (and its surrounding area) has a varied level of social economic status according to the Scottish index of multiple deprivation survey 2020. Being ranked out of 6976 (1 being lowest deprived area and 6976 being least deprived), areas of Thrashbush are as low as 100 on the survey. However, there are some new build development areas within this region that reach a rating of 4000, showing a diversity in communities.

Our aim would be to create a space for everyone in the community to come and interact, build new friendships, improve wellbeing, possibly learn new skill and improve economic development.

**Please see attached additional page for possible services offered.**

### Section 3.1 **Community Proposal**

Please set out the reasons for making the request and how the land or building will be used, continued below;

We, as a church are prepared to deliver the following programmes. This is just a sample of some of the services to be offered and may change/adapt throughout the life cycle of the building;

#### **Public use**

We would be committed to continue to allow the use of the building to members of public to utilise the space for other classes such as Yoga, fitness, boys/girls brigade, teaching, arts and crafts and others. It is important that the building is still a focal point in the community.

#### **Money Advice**

With the cost of living crisis, people are struggling with money worries, how to manage and handle finances, and making the most of the income they have. We would run 'Money Advice programs' to help people manage what they have, and understand what is available to them. This would include any support available from North Lanarkshire Council, including Scottish Welfare Fund, Home Energy Scotland, and North Lanarkshire Council Tackling Poverty Team.

#### **CaP Christians Against Poverty**

The charity Christians Against Poverty (CAP) provide debt resolution and support. This amazing charity already works out of one church in Airdrie but adding another resource can only benefit the local community as the cost of living increases and the pressure of debt mounts up. I know there is a great strain on not only this charity but similar organizations who are stretched to their limits with the current demand for help

#### **Aged/Elderly**

Focus on providing services for the elderly

Loneliness and isolation are key problems when people start to get older and are less able to get around. Families move away and partners pass away. It can be a difficult time.

Palm church's plan is to be a hub where they can be welcomed and make friendships through the various interests that on offer. Such as;

board games

crafting sessions

Creative writing

Art lessons

Photography

Cooking and baking

Indoor bowls and other games like this

A walking group

Film afternoon

Music afternoon

Teas & coffees, lunches

#### **Food bank**

Why do we need a food bank in Rochsoles?

The Trussell Trust, a national foodbank network, issued over 2,100,00 food parcels for the first time in 2021-2022 to families in financial crisis. Representing a 14% increase compared to 2019-2020

(These figures do not include the many independent foodbanks that are struggling to deliver food parcels to their communities). As the cost of living continues to increase and rising bills are putting pressure on families across the country, including the communities in and around Airdrie, Palm Church sees the need for emergency food to rise further still, over the coming months and beyond and sees it's responsibility, as a part of the community, to assist people who are in need. Not just with an issue of food for a few days but with helping them recognise ways forward that will hopefully mitigate or even remove those circumstances that have seen them seek out a foodbank.

### **Mother and toddlers**

Proposed Parent & Toddlers

Create a group where parents can come together and find friendship with other parents in a relaxed environment, promoting health and wellbeing with interactive play for the children as well as bonding time for parents and children. We would get in touch with local Health Visitors so they can signpost parents to the group and see if they would be willing to participate in group talks or come and give advice or support at any time. Similarly, we would reach out to local charities and community groups to see if they would be interested in holding any workshop or even just coming along so that parents can gather information if needed, this would be quarterly or if successful monthly. Groups such as – mental health charities, local child smile representatives, baby massage, cooking workshop for healthy meals on a budget, money management groups, baby music groups.

Proposed plan for one morning a week on a weekday.

10am Welcome

Play time for toddlers – we would arrange various toys around the room to promote play through touch, sound, sight – these would be rotated each week to allow for variety of play.

10.45 – Snack time - provide drinks and healthy snacks for the children

11am – Parents time - provide tea & coffee and healthy snacks for parents

11.15 – Bonding time – each week we would plan an activity for the parent and child to do together such as:

Music – parents and toddlers would get involved in some singing with actions and musical instruments, for nursery rhymes and fun children's songs.

Arts and Crafts – finger painting, sticking, and gluing, colouring in, card making, various crafts, clay modelling

Motivational time – encouraging parents to learn gratitude and thankfulness in a busy and challenging world. Either say or write down things they love about their child, things they are thankful for – encourage toddlers to do the same give parents a hug, smile, high five anything to promote positivity.

Baking – create simple no-cook baking ideas

Environmental – go outside and look for bugs, birds – finding out name and habitat. Look at ways to help environment by making something creative such as planters out of household waste.

11.45 – Tidy up time – teach children to help parents with tidy up time making this fun with music and counting.

12noon – Good Bye, thanks for coming!

We have core team members within Palm Church who have years of experience with Parent & Toddler groups who have found that simply creating a safe place where parents feel they are welcome and important a place they can rely on one morning a week to come and be encouraged that they are doing a great job is really helpful. The plan is to keep it fresh and creative so parents and children will enjoy this time together.

### **Youth Engagement**

We have a small group of youth that want to make a huge impact in the local area surrounding our building. From youth events to community clean up days.



We will hold our weekly youth meetings every Tuesday where we discuss lifestyle choices, essentially encouraging the young people to think about their life's decisions and the impact thereof. We are looking to run a youth event once every month which will be open to teens age 12-17 to attend. It will be a social event open to the local youth to come and have a place where they will feel welcomed and meet the youth of the church. We will offer soft drinks and snacks in one room and another will be that month's chosen event. The nights will vary in theme from movie night, silent disco to music lessons etc.

We have already been in contact with Gordon Bruce the area manager of street scene about going out and doing a litter pick in the local area and are currently just awaiting a delivery of PPE.

### **Children/Kids**

At Palm Church we currently offer a kids program during our Sunday service which gives our primary school aged children the chance to learn about their parents faith in a way that is meaningful to them, giving them the opportunity to decide if they want to make that faith their own. It gives them a place where they can grow in their faith and make friends with other kids who share their faith. Evidence shows that involvements in religious activities as a child can have a positive impact on mental health in adolescence and young adulthood.

All members/volunteers will have appropriate PVG scheme membership and vetting.

Should we secure our building we would look to hold a midweek kids club every week aimed at primary school children. The purpose of this club is to support the families in our local area by offering them a safe place for their children to play and also eat a healthy meal which some families may struggle to provide financially. Children from the local area will benefit by attending this club as it allows them to pursue their interests, build friendships, learn new skills increasing their confidence and self-esteem and provides the children with positive role models they can relate to, offering a fresh perspective outside home life.

We would also encourage some of the older kids to be volunteers at the club giving them a chance to learn a variety of new skills, an opportunity to give back to their community, building their confidence and giving them a sense of accomplishment.

Children attending will:

Have diets improved on the days they attended holiday clubs. They will consume more fruit, vegetables, protein, dairy, grains and cereals and drink water more frequently rather than sweetened drinks.

Engage in more physical activity and enjoy exercise more on the days they attended clubs.

Less time will be spent playing video games.

Have access to a wider variety of activities than they would usually have during the holidays

It's hoped that the Parents will also see an increase in their own well-being by relieving the financial strain of finding food and activities for their children during the holidays and by establishing and strengthening their relationships in the local community. Furthermore it will give them the opportunity to spend more quality time with their families and experience activities that they may otherwise be unable to afford or get to.

Many of our Kids team have several years experience working with children and running both evening and holiday kids clubs.

At Palm Church we have a team of people with a passion to support people with additional support needs and their families known as Team Phoenix. Currently each week at least two members of that team support the children in our congregation who have a wide range of additional support needs during our kids programme. We are aware that 87% of parents of disabled children up to the age of 5 have felt judged by members of the public when they go out with their disabled child and that 65% of families caring for disabled children report feeling isolated and unsupported. We never want anyone to feel isolated and judged when they attend Palm Church. Team Phoenix are here to make sure that doesn't happen.

Our team will have ASN/SEND training in order to have the ability to offer the correct support to these children and will be able to direct families to relevant support services and information that may be of help.

We have recognised that the Kids club we have proposed may not suit every child due to their additional support needs so we intend to run Phoenix, a club for ASN children once a week between 4 and 5. This will provide a safe environment for ASN children to enjoy a variety of activities specifically adapted to them such as sensory activities and music therapy, allowing them to socialise with other children with similar needs. It is hoped the children will feel comfortable in this environment allowing them to be them without fear of humiliation, judgement or bullying. This is something that we feel is not being offered to our local community at present. Children would also benefit from accessing the sensory room we intend to install.

Parents can either leave their children, remain with their children or wait in our cafe area which will give them an opportunity to engage with other families and share experiences. The children can then remain behind until 5:30, during which they can enjoy a healthy meal but we are aware this may not be suitable for all ASN families due to their specific dietary requirements.

Sometimes being a parent of an ASN child can be exhausting and sometimes the parent feels hopeless but we feel we can support families by being there to offer an ear to listen, a shoulder to cry on and by providing this club for their children. The people part of team Phoenix have both personal experiences supporting ASN children and have worked in the Social Care industry.

The members of Palm Church that will deliver these programmes have had suitable training including health and safety, risk assessment, COSSH, First Aid, and we hold the proper Public Liability insurance.

## Benefits of the proposal

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.*

It is clear that some communities are not as well placed as others to cope with this period of economic, environmental and political uncertainty. Palm church hope to create a community hub space with the Rochsoles building allowing the presence of an organisation that local people recognise as providing a degree of local leadership, stability and a point of reference for external parties to relate to. We would also be able to offer support to other, less formally organised local groups.

Palm church are aware of Local People Leading A Vision for a Stronger Community Sector report published in 2016, which calls for the need of a community asset transfer in section 2c, stating;

*“The emerging legislative framework of community empowerment and land reform presents a range of new possibilities for communities to take over the management and ownership of many public assets. The underlying purpose is that these transfers should generate significant additional public benefits. These opportunities will only be realised if significant measures are put in place to raise awareness of these new rights within communities, accompanied by appropriate levels of advice and support. Community asset transfer policies at a local level will have to translate into practice, with ways found to deliver more quickly and creatively this reconfiguration of the public estate (e.g. multiple asset transfer, the ‘meanwhile’ and temporary use of spaces and buildings). In addition, there needs to be a further expansion of the capital funding required to enable the buyout and further development of land and buildings, including grant funding (feasibility, technical aid, and funds for acquisition) and the continued growth of Community Shares schemes”*

The spotlight of public policy is focused as never before on the role that Scotland's communities can play in helping to meet the many challenges facing our communities.

Through the activities set out in Palm Church it is our hope that participants feel stimulated and inspired, leading to a sense of self-worth and fulfilment. We would hope that participants make new friends, form better and stronger relationships, and are therefore less lonely.

It is proven that regular attendance to community classes or programmes brings mental stimulation, a more positive outlook, and reduced levels of anxiety and depression.

We would hope that over time participants become more confident, more independent, more active in their community, leading to a better quality of life.

We would envisage that use of our Sensory room for kids with learning difficulties will provide a much more positive learning experience for kids and adults alike, whilst also offering some short respite for parents/carers in the café space.

We would also envisage that participants start to take more regular and more vigorous exercise as a result of possible fitness and well being classes on offer.

We would encourage community member to take greater notice of their health and reduce harmful behaviours (e.g. smoking, drinking, and poor diet).

There are also many benefits from attending church.

Church gives people a chance to reflect on gratitude. By practicing gratitude, we can reframe negative or frustrating situations into learning opportunities.

Church can help us realize the things we do have, even when we feel lost. For example, we may have access to modern medical care for our sick child, a network of people to support and help our friends and family during a job search or similar.

A more peripheral benefit of church attendance is the way it connects us socially. This is especially true if people have recently moved to a new town, or even just a new neighbourhood. As a general rule, church people are pretty friendly, and most churches have a variety of social events, groups, clubs, and connection opportunities available each week. If you're struggling to meet people or to make friends, Palm Church may be the place to do it.

Palm Church are aware that there are organisations such as 'Social Value Lab' that can calculate the Social Return on Investment (SROI) on our proposed use of the building We (Palm Church) would be willing to engage with such an organisation to demonstrate the potential SROI from our activities.

Using the Scottish Futures Trust guidance against measuring social value (published Oct 2020), staff volunteering time should be valued at £14.80 (2017/2-18 prices) per hour, as per 2017 ONS guidance, with our weekly programme (shown in 'capacity to deliver' section) its estimated volunteering time on a weekly basis is 20hrs. This would give a weekly social value of £296, with the assumption of 52 week a year operation, that is a social value of £15,392.

The aim would also be to employ a local person to manage the building at an estimated salary of £20,000 (this is included in our business plan below). This would bring the annual projected social value to £35,392.

The does not the estimated cost of maintaining the building, and other expenditures such as food, heating etc.

## Restrictions on use of the land

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

*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.*

We are not aware of any restrictions on the land

## Negative consequences

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

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

There is general assumption within some of the population that a church is an exclusive group of people that is very insular focused. We do not have that at Palm Church, with a commitment to being as inclusive as possible. Use of the community centre will not discriminate should people look to let the hall for parties/events.

We are also aware that some local residents may feel they are losing access to a bookable community centre for birthday parties, fitness etc. We plan to mitigate this by continuing to allow people to book out the space as they could do previously. Our understanding is that the usage may lower compared to other centres (we understand it is only open 1-2 evenings at present), therefore our proposal plans to actually increase the use, and provide better access to additional services and supports for the local community as mentioned in section 3.1.

We are not aware of any further potential impacts, but would welcome further comment.

## Capacity to deliver

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

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

Within the members group of Palm Church we have people who work in the following professions;

Minister of Faith  
Counselling  
Health and Safety  
Risk Assessment  
Business owners  
Company Directors  
Building Surveyors  
Recruitment

Many members of the church have many years' experience in leadership through the church and workplaces. They also have many years project management experience, running community cafes, drop in centres, mother and toddlers and nurseries.

A few particular examples;

Pastor / Company Director

The pastor has been in church leadership for 6 years, and a pastor for 2 years. This includes training in first aid mental health, marriage counselling and faith based counselling. He is also a director of a large engineering firm with over 800 staff, providing experience in leadership, financial governance, profit and loss, and staff training/mentorship.

Business owner / commercial property owner

Another church member has been a business owner for the last 20+ years building a business to over 50 members of staff, providing opportunity for training, business planning, financial governance and accounts and staff well being. He also has great experience in commercial building management and ownership.

Project manager

Another church member has 7+yrs experience in project management, running community cafes and community well fair projects such as food banks and clothing drives.

Autistic child/adult specialist

At least 2 church members have training on how to deal with autistic children, included a publish author of a book on this subject. They know the specific needs, communication, teaching and emotional challenges that is required for children diagnosed with this need.

We also have many willing volunteers from within the local community and its surrounding area willing to help the centre and serve the people that would attend.

*The use of the building would be demonstrated in a typical 'timetable' for the week to plan our programmes*

<i>Day/Time</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>	<i>Sunday</i>
<i>Morning</i>	<i>Drop in café</i>	<i>Mother and toddlers</i>	<i>Drop in café</i>	<i>Eldery/high tea</i>	<i>Free for use/CAP money management</i>	<i>Free for use</i>	<i>Church service</i>
<i>Afternoon</i>	<i>Free for use</i>	<i>Youth night</i>	<i>Bible study</i>	<i>Free for use</i>	<i>Food bank</i>	<i>Free for use</i>	<i>Free for use</i>

*\*Free for use – public use for events/fitness classes etc*

## Level and nature of support

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

The inception of Palm Church started in during lock down in 2021 online. When the restrictions were lifted in early 2022 we have rented Airdrie Academy on South Commonhead avenue, 500yds from the Rochsoles centre.

Since the letting of the academy, we have had 20+ people from local community regularly attend church on a Sunday. The greatest number of attendance from the local community was on easter Sunday, were we put on a 'family fun day' which had an easter egg hunt, family games and bouncy castle. This seen over 100 people from the local community attend and everyone have a great time. The response was very positive with the people commenting on how much they enjoyed the sense of community.

Our pastor is also the local football team chaplain at MTC Park which is within the same locale as the rochsoles centre. The response from the team and its supporters have been very positive to the church, with the team players doing evening family fun evenings, with games for kids, face painting, and food drives (encouraging folk to bring food for the food bank).

We also advertised a public consultation day to discuss the opportunity of Palm Church utilising the Rochsoles Building as a church and community hub, to allow local residents to raise opportunities or concerns. This was held at Airdrie Servicemans Club (Moy Hall) in Airdrie on the 23<sup>rd</sup> March 2023. This was advertised 4 weeks in advance from the 23<sup>rd</sup> February, and was publicly displayed on the following forums;

Airdrie Community Facebook Page (engagement 421 people – seen by)

Palm Church Facebook Page (engagement of 861 people – seen by)

Airdrie and Coatbridge Advertiser (unknown engagement)

Dispute advertising 4 weeks in advance, no one attended the public consultation, which was held for 1 hour (7m-8pm).

On the 25<sup>th</sup> August 2024, we hosted an 'Open Day' as a church, within the Rochsoles Building. This was attended by approx. 50 members of the local community (verified by NLC janitor). The open day had games for kids, including two bouncy castles, large jenga, board games, face painting, and there was snacks and tea and coffee served for the adults. Whilst the kids played, our team took the time to speak to the attendees to build relationships and understand community needs. The feedback was very positive with attendees having a positive response to the building being used as a church as long as they could still rent the space for events.



## **Funding**

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

*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.*

*Should the offer be accepted, Palm Church currently have the funds to purchase the building outright immediately.*

*The current church is funded by church members voluntary offerings, however most church members are so committed to the church plant that they have standing orders set up giving a committed amount each month.*

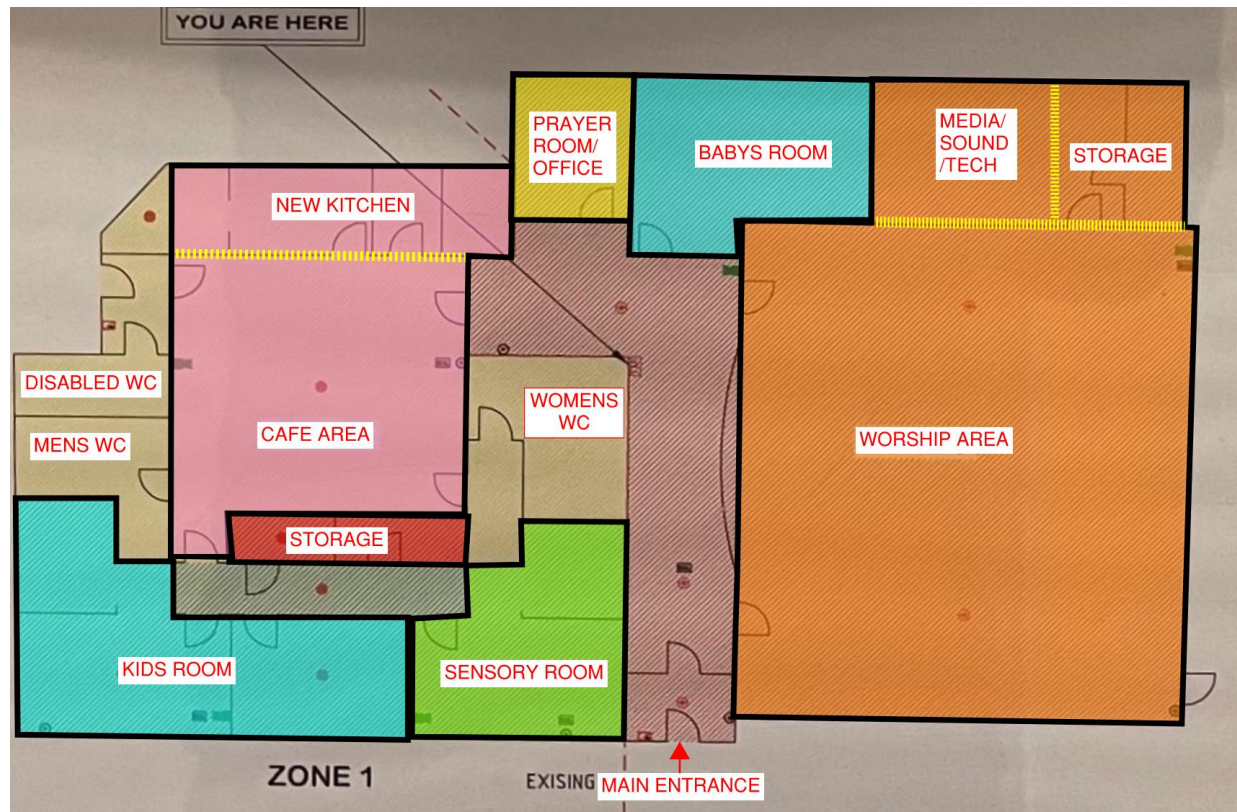
*Though energy prices are turbulent at the moment, it is estimated that the monthly spend on heating/electricity is circa £800-£1000 a month.*

*General building maintenance is also estimated at £500-£700 a month.*

*The current monthly commitment from the church members is enough to cover these two items.*

*Again, should the offer be accepted, Palm Church would hope to renovate some of the rooms within the building, bringing them in line with our purposes/vision of the building use.*

*See below a drawing of the proposed new layout and description of works.*



*The building is made up of an original building used for football changing rooms/team area and a new extension with a hall and kitchen.*

*Palm church would propose the following renovations*

*Kids room – currently 2 shower rooms and changing area, we propose to knock down the showers and open up to allow for games, kids area for mother and toddlers, kids play etc.*

*Sensory room – currently a changing and shower room, we propose to open it up and create a sensory room to provide a safe and enlightening space for kids with special learning requirements.*

*Café area/Kitchen – currently just a reception hall, we propose to create a café space to serve members of the public with hot drinks and snacks. No food cooking will be provided, though heating of food will be available using commercial food heating equipment. The intent is that this space is used during the day also as a drop in café and heated area for individuals and families to come and get warm and hopefully create relationship and a sense of community.*

*Worship area – currently a hall, the primary function of this space will be to host church gathering on Sundays, though it will also be available to members of the public to use for birthday parties, fitness classes etc.*

*The proposed works to the building have an estimated cost of £70k. We (Palm church) have already received agreements from a foundation and business owners to provide 100% of the funding for the renovations.*

*Palm Church would also hope to approach Scottish Enterprise and other local authority bodies with the hope of providing funding to sustainable energy and heating production such as air source heat pumps and solar panels. We are aware of the impact of greenhouse gasses, and have a social responsibility to try and provide services with a commitment to net zero impact. Should Palm Church be successful, we would engage a sustainability consultant to produce a 'Net Zero' plan for the building and its operations.*

## 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.**

Name [REDACTED]

Address [REDACTED]

Date 05/12/22

Position Church Pastor

Signature XXXXXXXXXXXXXXXXXXXXXXX

Name [REDACTED]

Address [REDACTED]

Date 05/12/22

Position Church Elder

Signature [REDACTED]

## Checklist of accompanying documents

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

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

Title of document attached: Palm Church SCIO and Constitution

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

Documents attached: area highlighted in green



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

Documents attached: none

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

Documents attached: within application

**Section 5 – evidence of community support**

Documents attached: within application

**Section 6 – funding**

Documents attached: within application