

# Community Asset Transfer



## Request Form

<b>Full Name of the Property</b>	Pitlochry Town Hall
<b>Address of the Property (if known).</b> <b>If there is no obvious address, please provide any drawings, maps, or descriptions of the land.</b>	18 West Moulin Road Pitlochry Perthshire PH16 5EA
<b>Name of Your Group</b>	Pitlochry Town Hall

<input checked="" type="checkbox"/>	<b>Please tick the box to confirm that this is an Asset Transfer Request made under Part 5 of the Community empowerment (Scotland) Act 2015</b>
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**The Community Empowerment (Scotland) Act 2015 requires Perth & Kinross Council to publish this Request and any supporting information online. All personal and commercially sensitive information will be redacted. If you have any questions about this, please ask the Community Empowerment Team.**

Please return the completed form to the Community Empowerment Team, Perth and Kinross Council, Pullar House, 35 Kinnoull Street, Perth, PH1 5GD or by emailing [communityempowerment@pkc.gov.uk](mailto:communityempowerment@pkc.gov.uk)



## Completing Your Asset Transfer Request

Please refer to the guidance document available from [www.pkc.gov.uk/article/19819/Community-Asset-Transfer](http://www.pkc.gov.uk/article/19819/Community-Asset-Transfer) to help you complete all parts of the form.

1. All supporting documentation will be used to consider your Request.
2. If your organisation is working together with others on an application, one organisation should act as a lead and be the named contact for the Request.
3. The information in your Request will be scored against agreed criteria.
4. Council Officers will evaluate your Request and make a recommendation, which will go to a Council committee for final decision.
5. External support and advice in making your Request is available from Perth & Kinross Council and other organisations, including:
  - Perth & Kinross Association of Voluntary Services [www.thirdsectorpk.org.uk/](http://www.thirdsectorpk.org.uk/)
  - Development Trusts Association (Scotland) - Community Ownership Support Service <https://dtascommunityownership.org.uk/>

## Additional Supporting Information

In addition to a completed Request form, you should also provide a copy of your group's constitution or other legal documentation and a business plan, outlining how your proposal will be sustainably delivered. You are also welcome to provide any other information which you feel will support your Request, such as:

- insurance documents;
- quotes for any works to be undertaken;
- independently verified accounts of your group;
- any maps, drawings and descriptions of the land;
- any terms and conditions which you would like to be part of any agreement;
- evidence of community support and engagement;
- evidence of funding or other financial support;
- examples of relevant policies and procedures related to managing an asset, e.g. Health and Safety Policy

## Section 1: Summary information

### 1.1 Contact Details

<b>Group's Name</b>	Pitlochry Town Hall
<b>Email Address</b>	[REDACTED]
<b>Telephone Number</b>	[REDACTED]
<b>Postal Address</b>	[REDACTED]

### 1.2 Names Contacts (please provide two)

<b>Name</b>	[REDACTED]
<b>Position in Group</b>	Chair
<b>Phone Number</b>	[REDACTED]
<b>Email Address</b>	[REDACTED]

<b>Name</b>	[REDACTED]
<b>Position in Group</b>	Operations Manager
<b>Phone Number</b>	[REDACTED]
<b>Email Address</b>	[REDACTED]



### 1.3 Use of the asset

#### **Please summarise your group's Request – what do you intend to use the asset for?**

The Town Hall will be used for the following principal purposes:

- 1 The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended
- 2 The advancement of the arts, heritage, culture or science
- 3 The advancement of citizenship and / or community development
- 4 The advancement of education
- 5 Other purposes to support the community in the Pitlochry area



## Section 2: Your Group

### 2.1 Legal Status

**Please select one box to confirm your group's legal status**

<input type="checkbox"/>	Unincorporated Association (you have a Constitution, but no other legal stats)	
<input type="checkbox"/>	Charity	Charity Number:
<input checked="" type="checkbox"/>	*SCIO	SCIO Number: SC053874
<input type="checkbox"/>	*Company Limited by Guarantee	Company Number:
<input type="checkbox"/>	*Community Benefit Society	Registration Number:

\*Please note that if you are requesting full ownership of the asset, your group must have one of these legal structures.

### 2.2 Governance and Accountability

**Please describe how your group makes decisions to ensure effective governance and accountability. If your decision-making process will change as a result of the Request, please describe this as well.**

The charity is operated with the following structures:

- 1 A Board of Trustees that meet monthly to review and develop strategy and oversee governance.

Board meetings follow a pre distributed agenda, are fully minuted and supported by an 'action log' system to track all activities.

Financial information is shared with the Board including receipts and payments, cash flow and reporting on movement in reserves. An operational profit and loss report is also produced monthly. Details are reported and compared to plan information.

Board Trustees all have job descriptions.

Annual Trustee performance reviews / appraisals will be conducted in 2026.

The Board Trustees either have senior commercial experience at Board level, senior experience in public sector or significant local knowledge (to help shape the project) or both.

- 2 We have a Trustee with senior policy and governance experience who is responsible for managing and developing policies, procedures and governance generally. A full online system has been established to store and share all documents for ease of access.
- 3 An operations team that is headed up by a nominated Trustee and reports to the Board.
- 4 A property team that is headed up by a nominated Trustee and reports to the Board.
- 5 An events team will be established in 2026 to identify and manage new events.

**If your group currently trades or earns an income, please provide details.**

Income is generated from the following activities:

- 1 Renting space in the building to local groups / clubs
- 2 Renting space to commercial organisations wanting space for meetings / seminars / training session
- 3 Renting space to public bodies for meetings / events / community engagement
- 4 Following a successful CAT application, we will modify the building to rent out space to secure one or two anchor tenants
- 5 Holding own organised events and sale of tickets
- 6 A Pitlochry Town Hall lottery to raise funds

**If your group currently manages or owns any other assets, please provide details.**

N/a – no other assets owned or managed

### 2.3 Vision and Performance

**Please summarise your vision for the asset – what impact will it have?**

Our vision statement is:

**‘Owned by the people, inspired by history, and shaped for tomorrow — Pitlochry Town Hall is where community meets possibility.’**

In more detail, the vision is as follows:

To save the Town Hall from closure as proposed by Perth and Kinross Council following the recent asset review conducted by PKC so that the building can continue in use for the benefit of the community and people visiting the town.

It was very clear to the community at the initial public communications meetings on Pitlochry assets and their future use that the community did not want to lose the town hall. As a result, dialogue started and community survey work confirmed that the community wanted to retain the town hall for community use and to expand its use and range of activities / events offered to the town and surrounding area.

The demand to retain and make better use of the town hall was also clearly established in the PCAT action plan 2022-27 document.

Further, we will invest in the building once ownership is secured to improve the overall condition of the building and improve its environmental footprint with reduced energy

consumption through introduction of improved insulation, solar / battery storage technology (subject to planning restrictions due to the buildings listed building status).

Retaining the building for community use will also facilitate a range of projects and activities, many of which are underway already – see business plan section on ‘activities and services’. This will also help address inequality issues in both the town and surrounding rural areas including:

- Pitlochry and the surrounding rural area experience forms of inequality that are characteristic of rural communities, including limited access to services, transport challenges, social isolation, higher living costs and fewer opportunities for participation in civic, cultural and community life.

These challenges are particularly acute for older residents, people on low incomes, volunteers, and those living in surrounding rural settlements who face additional barriers due to distance, cost and mobility. Without accessible local facilities, these groups are more likely to experience exclusion from services, decision-making and community activity.

The transfer of Pitlochry Town Hall into community ownership addresses this need by securing a centrally located, well-known and accessible building that can be used flexibly to respond to local priorities. Community control ensures the asset is shaped by lived experience rather than external commercial drivers, enabling targeted responses to inequality within the town and its surrounding rural areas.

- Community ownership of Pitlochry Town Hall will reduce inequality by lowering barriers to access, strengthening social connection and enabling local reinvestment for community benefit.

The Town Hall will provide affordable and inclusive access to space for community groups, voluntary organisations and partner agencies, reducing the need for residents to travel long distances to access services or support. This is particularly important in a rural context where transport availability and cost can be a significant barrier.

By prioritising inclusive, low-cost and community-led activities, the Town Hall will help address social isolation and exclusion, particularly among older residents and those at risk of disengagement. Ensuring that participation in community life is not dependent on income, mobility or geography is a key mechanism for tackling inequality locally.

- The primary beneficiaries of the asset transfer will be:
  - Residents of Pitlochry and nearby rural communities
  - Older people and those experiencing social isolation
  - People on low or fixed incomes
  - Community groups, volunteers and local organisations
  - Individuals who face barriers to accessing services due to transport, cost or mobility

These groups will benefit through improved access to services, activities and social opportunities within their local area. Community ownership ensures that the Town Hall is operated in a way that prioritises affordability, inclusion and responsiveness to need, rather than commercial return.

Secondary beneficiaries include the wider community and local economy, through increased participation, volunteering, skills development and local reinvestment of income generated by the building once core costs are covered.

- The proposed asset transfer directly supports the principles of community empowerment by placing ownership and decision-making in the hands of the local community.

Community control of the Town Hall enables residents to influence how the building is used, managed and developed, ensuring that it reflects local priorities and addresses locally identified inequalities. This includes providing space for consultation, participation and community decision-making, supporting inclusive governance and ensuring that under-represented voices are heard.

The Town Hall is already acting as a focal point for partnership working with local groups, volunteers and agencies, strengthening the community's capacity to identify challenges and deliver locally appropriate solutions.

- Under community ownership, Pitlochry Town Hall will be used as a multi-purpose community hub that delivers a range of social, cultural and civic benefits.

Community benefit is already being delivered through:

- Affordable access to space for community groups and voluntary organisations
- Hosting activities and events that promote inclusion, wellbeing and social connection
- Supporting access to services, advice and outreach activity within the community
- Providing opportunities for volunteering, skills development and participation
- Maintaining access to arts, culture and civic life within the town and surrounding area

The flexible use of the building allows it to respond to changing needs over time, ensuring its long-term relevance and value to the community.

- Community ownership ensures that any income generated by the Town Hall once core costs are covered will be reinvested locally for community benefit, rather than extracted from the area. This contributes to a more inclusive local economy and supports the long-term sustainability of the asset.

By combining income-generating activity with community use, the Town Hall can remain financially viable while maintaining affordability and access. This balanced approach supports inclusive growth by ensuring that economic activity benefits the whole community rather than a narrow group.

The continued use of the Town Hall as a community asset also helps retain essential infrastructure within Pitlochry, supporting resilience in a rural context.

- Community ownership is the most appropriate option because it allows the Town Hall to be managed in direct response to local need, rather than being driven primarily by commercial or disposal considerations.

The community has demonstrated a clear commitment to protecting and using the Town Hall for public benefit. Asset transfer enables long-term planning, local



accountability and inclusive decision-making, all of which are essential for addressing inequality in a rural setting.

Without community ownership, there is a risk that the building will be lost to uses that do not serve community needs, further reducing access to shared spaces and exacerbating inequality.

**Please give details of how your group will assess performance and ensure you are delivering your vision.**

The following tools and systems will be used (or are already in use) to manage performance:

- 1 Financial reporting including receipts and payments, cash flow and movements in reserves
- 2 A series of key performance indicators (KPIs) to manage financial data (ongoing development)
- 3 A series of KPIs to manage the operational performance including numbers of enquiries received to use the venue, number of events hosted, number of registered volunteers
- 4 A series of KPIs to measure and manage marketing activity including website hits, numbers of social media posts, number of new social media posts
- 5 A register of members of the charity and a KPI on number of new members joining per month (current number of members = approx. 300)
- 6 A grant application log with potential funding expected logged

**Perth and Kinross Council have seven Corporate Plan Priorities, as set out below. Please select the ones which you feel your request will deliver against and explain why.**

<input checked="" type="checkbox"/> Working in partnership with communities	<p>Work completed to engage with the community has strongly indicated the desire to retain the Town Hall for the community and use by community groups. See below for detail on the consultation work carried out with the community.</p> <p>Since taking on the management of the building on 1/7/25, the level of enquiries from the community to use the building have risen month on month as have confirmed bookings. These have come from a wide range of local groups, clubs and for private hires (e.g. weddings).</p> <p>Following the temporary closure of the Atholl Centre in 2025 in the town, the Town Hall picked up many of their customers / bookings to ensure the community did not lose these events. The events / contracts</p>
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	that have been secured by the town hall will remain with the town hall as we understand they do not fit the Atholl Centre model going forward which will major on provision of a foodbank service.
☒ Tackling poverty	The Town Hall is hosting warm space events for local residents and will develop this function as funding becomes available.
☒ Tackling climate change and supporting sustainable places	The charity has already reduced energy consumption by changing lighting to LED technology and installing a Hive system to improve heating management and reduce gas consumption.  The buildings environmental impact will be improved with use of appropriate technology once ownership is secured.
☒ Developing a resilient, stronger and greener local economy	The Town Hall has hosted the local Climate Café.  We are also exploring the use of an innovative battery storage system being developed by Strathclyde University which can augment the building's heating system. If successful, this will become a commercial product.
☒ Enabling our children and young people to achieve their full potential	Children are encouraged to use the venue for clubs / sporting activities.  The community research identified a need for a youth club, and this plan will be developed once a suitable group of volunteers are recruited to run a club.  The local Rugby Tots have used the Town Hall over the winter months as an indoor facility. This is currently on hold as they do not have a training coach.
☒ Protecting and caring for our most vulnerable people	Perth Autism Support use the Town Hall regularly to support their clients.  The Town Hall hosts Mantalk a group for males to chat over issues and challenges.  The Town Hall hosts a Grief Hub for members of the community who have recently suffered a loss.  We will expand the use of the Town Hall to support other groups such including children with Additional Support Needs including supporting their families.
☒ Supporting and promoting physical and mental wellbeing	The venue is used for sporting clubs and activities including highland dancing, archery, indoor curling.



The venue hosts ceilidhs and tea dances (for older residents).  
Future plans include the introduction of roller-skating discos and racket sports.

**Managing the asset will bring recurring costs for maintenance and repair. Please summarise how you will cover these costs.**

Prior to taking on the operation of the hall, the charity funded a full structural survey of the building to determine its overall condition and to identify and prioritise maintenance tasks. This was carried out late 2024 and the results shared with PKC.

We have established a property committee to manage all property issues and to schedule routine maintenance tasks.

To date we have secured significant volunteer input for maintenance tasks including painting, wallpapering, simple joinery tasks, deep cleaning, general decoration.

We have also secured donations of maintenance materials and labour from local businesses demonstrating the community support for the town hall and its future.

The total volunteer input measured in donated hours from 1/7/25 to 31/10/25 is estimated at 350 hours.

At present the hall is being operated under a management agreement (MA) from PKC (commenced 1/7/25). This agreement requires PKC to carry out all 'immediate' and 'high priority' maintenance tasks identified in the survey report. The property committee is working through these tasks with PKC.

Going forward, maintenance will be scheduled and carried out as required with funding coming from:

- Budgeted planned maintenance detailed in our annual plan for routine tasks with the budget being carefully managed and approved in advance of expenditure by the Board
- Volunteer maintenance where appropriate including donations of time and materials from local businesses
- Securing project specific donations from the community as required with sponsor recognition within the building. Since taking on the MA on 1/7/25 we have secured £2,500 in such donations.
- We have launched a lottery project which is estimated to raise £500 per month. This will be available for maintenance and general running costs.
- Grant funding for larger maintenance works
- Grant funding for major capital development once ownership is secured.

Note that the survey work completed in late 2024 also incorporated costed plans to remodel areas of the building to help secure longer term rent paying tenants and improve the number and type of events the building can host. As part of this work a lift was identified to ensure DDA compliance.



## 2.4 Skills and Capacity

**Please tell us about the capacity and skills of your group's committee and membership and how they will support your Request.**

We have a Board of Trustees (all Pitlochry resident) as follows:

### Chair

Duncan [REDACTED]  
[REDACTED]

### Treasurer

John [REDACTED]  
[REDACTED]

### Secretary to the Board

Kate [REDACTED]  
[REDACTED]

### Trustee – responsible for governance

Alasdair [REDACTED]  
[REDACTED]

### Trustee – responsible for operations and management of employed Operations Manager

Susan [REDACTED]  
[REDACTED]

In addition to the Trustees we also have senior people who attend Board meetings as follows:

### Advisor to Board – responsible for grant funding applications

Leslie [REDACTED]  
[REDACTED]

### Operations Manager – full time salaried position

Carol [REDACTED]  
[REDACTED]

### Local Councillor support

Baillie Mike Williamson – attends our Board meetings with approval from PKC in a non-voting capacity and helps to advise on relevant issues to ensure we maximise the opportunity and observe appropriate regulations.

The above team have committed the time required to support the Town Hall and have continue to continue to do so.

Like many organisations finding more Trustees is a challenge. We want to recruit at least two more Trustees who will head up property, and events and marketing functions.

We also have the following sub-committees set up and working:

1. Operations

2. Property
3. Events and marketing

**Please describe how your group will ensure that these skills continue to be available in the long-term as current members retire or move on.**

We do not anticipate any imminent retirements from our cohort of key people.

We will continue to recruit for both Trustees and volunteers by word of mouth, on our website and through social media. As the profile of the Town Hall has risen significantly in the town since the charity assumed responsibility for running the venue in July 2025, we are building a good supply of people especially as volunteers.

We run and will continue to run members events to engage with our signed-up members and these events are used to promote the need for volunteers, Trustees, more members for the charity and donations. To date this has proved successful.

The annual plan for 2026 has the theme of Trustee and volunteer recruitment as one of four key objectives for the year recognising the importance of continuing to build strength in the team at all levels. We have a detailed job description template and induction planning in place for use as required. Further training will be organised for new recruits and delivered using appropriate media and sources i.e. in person training, online training and general CPD training resources.

We are also working with Pitlochry Community Action Trust to explore sharing resources and skills to benefit both organisations.

Recruitment going forward will use both internal and external sources to ensure posts are filled to meet the skills required based on a skills matrix approach. Vacancies to date have been advertised using social media and the website. All senior posts will be filled based on written applications with CV, initial screening, first interview and second (final) interview.

We have discussed Trustee recruitment with a specialist recruitment agency but will not pursue this strategy at present due to costs involved.

In quarter 2 of 2026 we are running an event targeted at local businesses in Pitlochry (we have details of approx. 60 businesses) which will let attendees see the building and discuss plans for the future. We will also use this platform to seek Trustees, volunteers and donations (in cash or kind). The Chair has experience in running such events successfully.

Succession planning and Trustee / volunteer recruitment is an item reviewed regularly at monthly Board meetings to ensure we are aware of needs now and future in the team.



## Section 3: Your Request

### 3.1 Nature of your asset transfer request.

#### Please confirm the type of Request your group is making

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Full ownership – go to section 3.2                    |
| <input type="checkbox"/>            | Lease – go to Section 3.3                             |
| <input type="checkbox"/>            | Other access of management rights – go to Section 3.4 |

### 3.2 Request for Ownership

#### Please confirm the price your group is offering to pay to purchase the asset.

£ 1.00

An independent valuation was carried out by Shepherds on 4/12/25 which established the value of the building with vacant possession as £250,000.

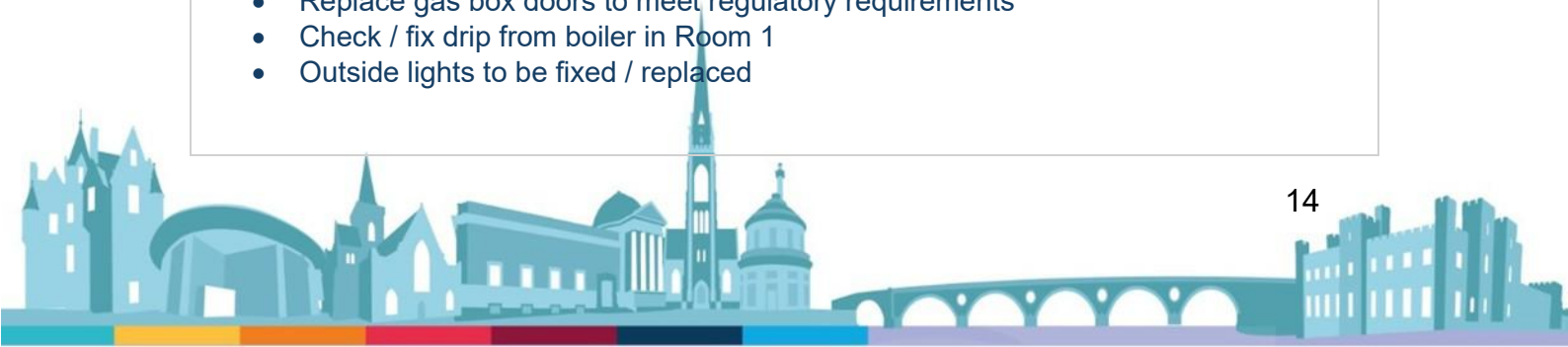
The value we are offering for the building is set out and justified in section 3.5 below.

#### Please provide details of any other terms and conditions, or right your group would like to attach to this offer.

We expect PKC to complete all repairs on the survey we had carried prior to the transfer of the building that were identified as 'priority' and 'immediate' including all health & safety and fire prevention defects.

This has been verbally committed to by PKC and at March 2026 includes the following items of work to be completed:

- Drain at boiler room door to be sorted and reinstated to prevent flooding to basement
- Roof report items including gutter cleaning and repairs
- Fire escape steps and rain ware to be fixed and cement sealing removed and replaced by mastic to seal and prevent water ingress to main hall
- Gutter above boiler room door to be fixed / replaced
- Flat roof above stage to be inspected and fixed to prevent water ingress.
- External doors to be checked and altered for security and fire escape egress
- Plaster to be repaired following water damage at various locations
- Cap to chimney for fire in Room 2
- Loose balcony stone column to be secured
- Light in main hall to have emergency function fixed
- Replace gas box doors to meet regulatory requirements
- Check / fix drip from boiler in Room 1
- Outside lights to be fixed / replaced



**Please provide details of how the purchase will be funded.**

We will submit a grant application to the Scottish Land Fund for 100% of the agreed purchase price assuming that the final agreed amount is greater than £1.00.

Please note that our application is to purchase the building and not lease the building. Early conversations with our three local elected representatives and senior PKC property team people advised that PKC want to achieve a clean break divestment of the property and not enter into a lease arrangement.

For ongoing capital development of the building we believe that ownership also will make raising funding easier and less restrictive.

Please go to Section 3.5

**3.3 Request for Lease**

**Please confirm the length of the lease you are requesting.**

N/a

**Please confirm the rent your group proposes to pay per year.**

£ N/a

**Please provide details of how your group will cover the annual rental cost.**

N/a

**Please provide details of any other terms and conditions or rights your group would like to attach to this offer.**

N/a

Please go to Section 3.5



### 3.4 Request for Other Access of Management Rights

**Please provide details of the access of management rights your group is requesting.**

N/a

**Please confirm the price your group proposes to pay (if any) for these rights, either as a one-off payment, or a regular annual payment.**

£ N/a

**Please provide details of any other terms and conditions or rights your group would like to attach to this offer.**

N/a

Please go to Section 3.5



### 3.5 Justification of Valuation.

**Please describe the process or formula your group used to determine the offer you are making for your Request.**

We have used the surveyor's valuation of £250,000 as the basis for the offer for the building less the following adjustments:

Valuation based on vacant possession	+£250,000
<b>Less:</b> Social and community benefit <i>(Note: the value used here is less than detailed in section 4.3 of this application which totals £350,000 i.e. value used is very conservative)</i>	-£150,000
<b>Less:</b> cost of full structural survey completed by PTH	-£16,870
<b>Less:</b> savings to PKC at £11,500 p.a. over 5 years = £57,500 (based on running costs figures supplied by PKC)	-£57,500
<b>Less:</b> PTH investment on improvements to date since taking over on the Management Agreement of £10,500. <i>(Note: this does not include an estimated 2,000+ hours of PTH volunteer labour at a value of £20/hour = £40,000)</i>	-£10,500
<b>Subtotal valuation</b>	<b>+£15,130</b>
<b>Less:</b> future planned investment by PTH of £786,000 excluding professional fees, building warrant, fixtures and fittings, inflation.	-£786,000
<b>Adjusted final valuation</b>	<b>-£770,870</b>
<b>Offer to purchase the building restricted to</b>	<b>£1</b>

Our offer is therefore based on the adjusted valuation as detailed above and is restricted to £1.



### 3.6 Future Investment

#### **If your group intends to undertake any works to the asset following the transfer, please summarise what this will involve.**

We have already undertaken work with architects to examine how we maximise the use of the building, improve its accessibility for disabled users and reduce its carbon footprint.

The work undertaken includes detailed drawings and quantity surveyor prepared costings which are shown above and total £786,000 excluding professional fees, building warrants, fixtures and fittings and inflation.

The work we plan to undertake over time is as follows:

1. Install a passenger lift to the first floor
2. Modify the first-floor kitchen area to allow the lift to be installed along with a disabled toilet
3. Reconfigure the stage changing room areas to create one or two long term rentable spaces to bring in core income
4. Improvements to reduce energy consumption and in particular insulation to the floor of the main hall

#### **Please provide details of how these works will be funded.**

Major works will be funded by capital grant applications.

Grant funders will not fund any of the works until we are owners of the building but where possible and practical we will prepare the grant applications in advance so that we have ready to go projects.

The Board understand that work can only be undertaken once funding is secured and appreciate that this will probably take a number of years to fully complete the development plan. However, the building can and will be able to be used and improved without the fully capital development programme being deployed.

#### **Please provide details of any other resources that your group has access to (e.g. volunteers or in-kind contributions) and how these will be used.**

As discussed above, we have a growing pool of volunteers who will be used to help with ongoing development work subject to skills and health and safety compliance.

In addition, we plan to engage with all local business in the town (as discussed above), and this may produce cash and / or in-kind support for works required in the future.

At present we are reliant on PKC contractors doing required works e.g. heating, plumbing, electrical etc but we will also build our own team of local contractors to use as required.



### 3.7 Risk Management

<b>Please summarise the key risks you have identified in developing your Request and how you intend to mitigate them.</b>	
<b>Risk</b>	<b>Mitigation</b>
<p><b>Financial sustainability</b></p> <p>Lacking the financial resources to maintain, repair, and operate the asset on an ongoing basis including heating, lighting, staffing costs.</p>	<p>Careful financial planning, including ensuring a clear understanding of all costs (direct and indirect), and having sufficient funding or income streams (e.g., from grants, local fundraising, or renting out spaces).</p>
<p><b>Capacity and expertise of our community group</b></p> <p>The community group taking over the asset may lack the necessary skills, knowledge, or capacity to manage a public building.</p>	<p>Ensure that the community group has access to professional advice or training and that there is a clear plan for staffing or volunteer management.</p> <p>Establishing partnerships with other experienced organisations can help.</p>
<p><b>Legal and regulatory issues</b></p> <p>The group may struggle with the complex legal and regulatory framework that governs the use of public buildings. For example, we may not fully understand health and safety, planning permission, insurance, or data protection requirements.</p>	<p>Legal advice and a comprehensive understanding of relevant legislation will be part of the transfer agreement.</p> <p>We will seek support from PKC and DTAS / COSS in navigating these issues.</p>
<p><b>Community engagement and support</b></p> <p>The community may not fully support the asset transfer, or the group taking over the town hall might struggle to meet the diverse needs of the local population.</p>	<p>Comprehensive community engagement is essential from the outset and has been carried out across the community in Pitlochry.</p> <p>We will ensure that the transfer is transparent and that the community has opportunities at regular intervals through events and online questionnaires.</p> <p>The transfer / business plan will include mechanisms for ongoing consultation.</p>
<p><b>Impact on local services</b></p> <p>The transfer may lead to a reduction in services if the community group cannot</p>	<p>We have set clear milestones and ongoing evaluation to ensure that services continue to meet local needs.</p>



provide them at the same level as Live Active.	Collaborative agreements with other local bodies or services may be developed to fill any gaps.
<p><b>Sustainability of the asset</b></p> <p>The building condition and unexpected repairs or upgrades may be required, putting additional strain on the community group's finances.</p>	<p>A thorough building survey has been conducted in 2024 by the group, and any urgent repairs or costs are being met by PKC as detailed in the Management Agreement.</p> <p>We are also applying for funding for repairs or upgrades where appropriate.</p>
<p><b>Changing demographics and needs</b></p> <p>Over time, the needs of the community may change, and the town hall may no longer be the best asset for the community.</p> <p>A shift in local demographics or priorities could make the asset underused or irrelevant.</p>	<p>Flexibility and adaptability will be built into the transfer agreement.</p> <p>The building can be repurposed for different community activities over time to help mitigate this risk and part of the survey work was to have drawings developed and costed to ensure that the building can be used for multi purposes.</p>
<p><b>Accountability and governance</b></p> <p>A lack of clear governance structures can lead to conflicts within the community group, mismanagement, or misuse of funds.</p> <p>Without a clear accountability framework, the transfer could result in poor decision-making.</p>	<p>Clear governance structures, roles, and responsibilities are defined and will be stated in the transfer agreement.</p> <p>Regular audits and monitoring will help ensure that the group is managing the asset appropriately and in line with the community's best interests.</p>
<p><b>Political and external influence</b></p> <p>There could be political or external pressure on the community group that influences decision-making, especially if the transfer is controversial or politically sensitive.</p>	<p>We have ensured the process is open, transparent, and supported by a broad cross-section of the community to date.</p> <p>We will ensure a clear, independent governance structure and a solid legal framework that can protect against undue external influence.</p> <p>The constitution for the group meets the expectations of OSCR.</p>
<p><b>Long-term viability</b></p> <p>Over time, the sustainability of the asset transfer may be at risk due to external economic conditions (e.g., austerity</p>	<p>We will build long-term plans into the transfer that account for both internal and external factors.</p> <p>We will regularly reassess the situation as part of annual planning and remain flexible to make sure the group adapts to changing circumstances.</p>



measures or economic downturns) or changing local government priorities.	
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### 3.8 Restrictions on Use

**Please provide details of any restrictions on the use or development of the asset and how you will comply with these (e.g. environmental designations, heritage designations, listed building status or planning restrictions).**

The building is a Category B listed building which brings with it restrictions on external development. It is located in a conservation area of the town.

We will maintain the building to respect its listed status and do not foresee any specific challenges with one exception, namely, the introduction of potential energy improvements with, for example, the introduction of solar panels on the roof space.

We do not plan any expansion of the footprint of the building and therefore do not anticipate any planning issues.

The building is owned by PKC under Common Good legislation and on conclusion of the Community Asset Transfer process, PKC will require to go to Court to have the Common Good restriction removed. We have taken legal advice to date on this matter, and it is not envisaged that this will represent an issue although it may delay the final hand over of the building to the charity.



## Section 4 Your Community

### 4.1 Effective Partnerships

**Please provide details of how your group has worked with other community groups, local businesses, support agencies or the public sector in developing your Request.**

The Pitlochry Community Action Trust (PCAT) research in 2022 identified the Town Hall as an asset the community wanted to see preserved, developed and improved as a community hub for the future of the community, its visitors and wider area.

PCAT helped the new Town Hall charity in its early days with plan development and fundraising.

The Pitlochry and Moulin Community Council have also supported the project to date and held meetings in the Town Hall.

The Atholl Centre which scheduled a temporary closure in summer 2025 have been extremely helpful and proactive in directing their customers to the Town Hall resulting in ongoing contracts being secured which will remain with then town hall and not revert to the Atholl Centre See also: [The Atholl Centre - Residential Holiday & Community Venue](#)

We also work with the Highland Nights and local highland dancing groups who bring large numbers of visitors to the venue.

The Town Hall hosts the DVSA test centre on a regular basis. The blood transfusion centre also uses the Town Hall on a regular basis. Both have commended the work being carried out to improve the facility.

The First Minister of Scotland and the local MP both use the hall to hold surgeries and again have commented on the improvements being made to the building.

With the Bank of Scotland closing in the town at the end of October 2025, we have secured their business to hold a fortnightly community bank facility in the Town Hall designed to support the community and help individuals especially older people with banking needs and enquiries with access to a community banking officer.

The group is working with DTAS and COSS for advice and help.

To date we have had pro bono legal advice from a specialist charity lawyer.

We have visited a number of other similar community venues to gather information including:

- Thornhill Old School, Dumfries and Galloway
- The Letham Hub, Perth
- The Birnam Arts Centre, Dunkeld
- Connell Village Hall, Connell in Argyll
- The Rockfield Centre, Oban
- The Gartmore Village Hall, Gartmore in Stirlingshire

The Chair also was involved in the development of the Touch Base Centre in Glasgow for the charity Sense Scotland which is a major support centre for deafblind children and adults and is also used for community activities.



## 4.2 Community Engagement and Support

### **Please provide details of how your group has engaged with your community about your Request**

Meetings hosted by the Town Hall charity have confirmed that the community want the Town Hall brought back into community control for the future.

Approx 300 members of the community have attended these meetings and completed detailed questionnaires on the future of the building and its use. The questionnaire was available online and in paper format with distribution at events and through local shops including the Co-op.

We have held open drop-in days at the hall to let the community see the improvement work underway and this has resulted in a number of new volunteers being recruited.

We have also held a members' event to celebrate the buildings 125<sup>th</sup> Anniversary. The event was attended by 130 or our 250+ members and provided a chance to update those attending on progress and plans.

The group puts out regular social media posts on activities at the hall and its development and sends a monthly newsletter to all members.

### **Please describe how your group knows that your community supports your Request.**

We have recruited over 250 members to the charity with more joining all the time.

We had over 140 questionnaires completed which gathered views on how the building should be used. The questionnaire also indicated support for retaining the asset for the community.

Since we assumed management of the building on 1/7/25, the number of enquiries has grown month on month and at 31/12/25 represented bookings from 75 different users, estimated 14,500 attendees and projected income of £17,450.

Future bookings into 2026 are ahead of plan based on projected income.

## 4.3 Community Needs

### **Please provide details of the need(s) in your community that you have identified and how your Request will help to address this.**

The PKC asset review exercise identified that Pitlochry Town Hall represented a cost liability to the Council and therefore should be disposed of (closed) or repurposed into residential accommodation.

If the Town Hall is closed, it will be lost permanently, and the community will lose the building.

The community have strongly and clearly stated that this should not be allowed to happen, and this is evidenced in the number of questionnaires completed and the support to retain the building. To date over 140 questionnaires representing approx. 5% of the population have been returned and there has not been a single response in favour of closing the Town Hall.

Bookings processed and secured to host events from 1/7/25 to 31/3/26 (as at 31/12/25) include 14,500 attendees, bookings from approx. 75 different users and projected income of £17,540. 2026 will grow and develop this existing demand and explore / develop more larger events which in turn will secure more net income. The annual plan document attached sets out the forecast for future income.

So, the request to complete a CAT transfer to the community will ensure the future of the building in community ownership.

As such the events below will continue to support the community and town generally:

- Blood donation centre
- DVSA test centre – new since 1/7/25 and booked into 2027
- Wedding venue (offering alternative to high cost hotel provision)
- A base for local clubs to use
- A base for new clubs being discussed to use
- A base for the highly popular Highland Nights during the summer months
- A base for highland dancing events / classes
- A venue for MSP and MP surgeries
- A base for the growing number of events such as Pilates, yoga, autism support, mental health support groups, grieve support group. These are all new users of the Town Hall since we took over management on 1/7/25
- Regular craft markets including use for the Pitlochry Market over the winter months
- Holding events for young people such as the Halloween event, Pegasus Vaulting Group.

• From 1/7/25 to 31/12/25, the Town Hall has hosted the following range of events:

- 125th Members Gathering PTH
- 25th Anniversary Twinning Ass. Drinks Reception with Provost
- AGM for Pitlochry Partnership
- AGM Moulin Kirk Trust
- An Evening with Karen Dunbar, comedy act
- Art Workshop by Dylan Gibson
- Bank of Scotland Community Banker Office sessions
- Beatles (tribute band), AMAC Events
- Book Talk and Walk by Nicole Bukaty, Author
- British Dragonfly Society
- Ceilidh for Ramblers group
- Climate Connect Zero-Waste Network Meeting
- Climate Connect: Drop-in Community Event
- Collection Point for Fair Feast orders
- Comedian Gary Meikle
- Community Drop-In Event: A9 Dualling
- Local residents Consultation Worksop (PKC)
- Dave Doogan MP Surgery
- DTAS Development Day (Senior Staff)
- DVSA Theory Test Centre, Occasional Site, Region A
- Family and Education Team (Perth Autism Support)
- Private Family Gathering



- Family Haunted Hall Halloween - CLS Festival Fringe Event
- FESTIVE FOOD AND DRINK TASTING PTH
- Friends of Confolens Ceilidh 25th Anniversary of Twinning
- Gaelic Choir Practise
- Guitar Made Easy
- Hallowe'en Neon Ball
- Highland Games Contingency (for dancers)
- Highland Night
- Jay and Leo's Wedding
- John Swinney MP Surgery
- Live Comedy with Craig Campbell, Breakneck Comedy
- Loch Tummel Archers
- M.A.N.T.A.L.K. Support Group
- Make A Difference by Pitlochry Rotary
- Masonic Lodge
- Meditation with Aga
- MEMBERS EVENT Christmas Countdown
- Ministerial Meeting (Minister for Equalities, Kaukab Stewart) Scottish Government
- NHS Blood Donation
- One day Emergency First Aid Training
- PCAT AGM
- Pegasus Vaulting Barrel Competition
- Perth Autism Support Session (children)
- Pilates by Carol Doherty
- Pilates by Perth Physio
- Pitlochry Scouts Annual Christmas Party
- PMCC Community Council Meeting
- POLLING STATION
- Private yoga space
- PTH Board Meeting
- QUIZ NIGHT for P&D Choral Society Charity
- RDA Committee Meeting /
- RDA Meeting (Training Session)
- Recruitment Event House of Bruar
- Remembrance Sunday - Vale of Atholl
- RSCDS Scottish Country Dance Classes
- Scottish Country Dancing
- Setup for Pegasus Vaulting Group NC
- Stovies Supper by The Rotary Club
- Surgery by Mr John Swinney FM&MSP
- Table Tennis open session
- Tea Dance
- The Grief Hub support session
- The Rising - Springsteen tribute band
- Use as office space by Aga
- Venue hires for Videography
- Vintage Xmas music lounge WARM WELCOME
- Wedding Fayre Marketing event
- Wedding Reception
- Weegie Hink Ae That? Comedy Act
- Wreath Making
- Yoga



**Please describe how your Request will benefit your community.**

Consider:

- Public health benefits
- Economic benefits
- Environmental benefits
- How your Request will support community regeneration
- How your request will improve issues of equality in your community, e.g. issues around employment, income, social isolation, or access to services.

The project will bring the following benefits.

**Public health benefits**

A range of new classes and groups are already using the hall and offering a range of health and well-being services, such as mental health support, exercise classes (e.g., yoga, Pilates), and social activities that promote physical and mental health (e.g. a tea dance for older residents). The space is easy to access being in the town centre and therefore reduces barriers to health services, particularly for those who face mobility challenges.

Hosting regular community events, meetings, and social activities, the Town Hall can become a central point for advancing social interaction. The recent tea dance was a good example of such an event that the community want to be held on a quarterly basis.

We are hosting a range of new support groups, wellness workshops, and community cohesion programmes including a grieve hub, man club, meditation sessions.

**Economic benefits**

The building will be developed to create two office facilities that will be rented to local businesses which in turn will bring in rent to the hall and create employment opportunities in the town. It could provide space for business incubators or workshops that help local residents develop new skills or start new businesses.

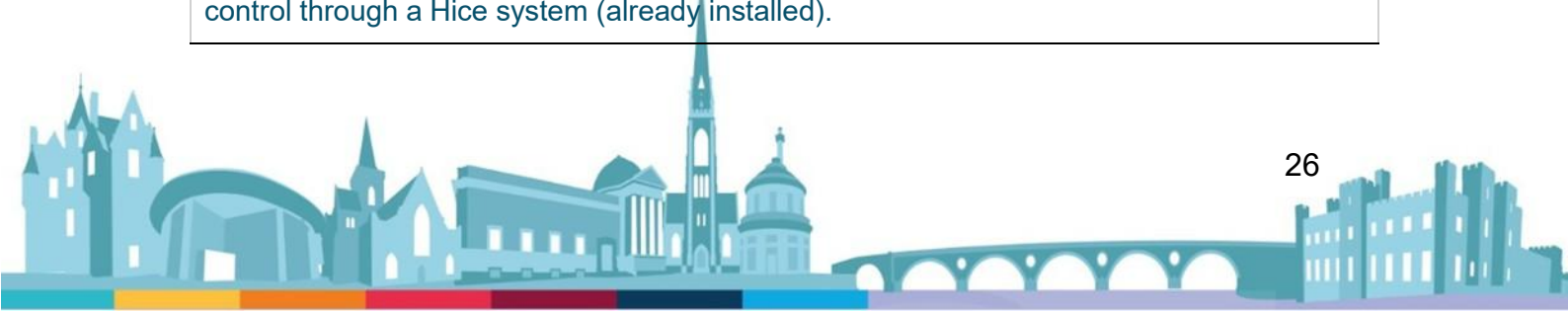
Plans also include the establishment of a visitor information point to help serve the 200,000 annual visitors to the town following the closure of the tourist information office.

The Town Hall will be used as an asset for tourism, hosting cultural events, performances, or exhibitions that attract visitors. In a tourist town like Pitlochry, this can support local hospitality, shops, and restaurants. Events like festivals, markets, or concerts create economic activity and help play its part in promoting Pitlochry as a vibrant cultural destination.

The building will also be used for workshops, networking events, and training that benefit local entrepreneurs or small businesses.

**Environmental benefits**

Following a successful transfer will continue to develop new ideas for making the building more energy efficient and environmentally friendly this reducing its carbon footprint through introduction of energy efficient lighting (already started), energy efficient stage lighting (already started), better insulation underfloor in the main hall, improved heating control through a Hice system (already installed).



The objective is for the building to serve as a model for sustainability in the community, promoting eco-friendly initiatives.

The Town Hall may hold events to promote sustainable transport options, such as cycling, walking, or public transport. For example, the Town Hall could provide information on local sustainable transport routes or host cycling and walking groups. One such event has been held since 1/7/25. At the time of writing a proposal is being developed to use the facility to host a cycling group who also require a venue to store bikes.

The Town Hall has hosted the local Repair Café initiative which promotes reuse rather than disposal.

### **How our request will support community regeneration**

Transferring the Town Hall to community control will help regenerate a key asset and improve its physical condition so that it will become a vibrant, functional space that reinvigorates the local area by offering a range of services, activities, and events that directly benefit the community. This can encourage a greater sense of ownership, pride, and collective responsibility among residents. Anecdotal evidence to date indicates that the pride in the Town Hall is already growing and evident.

As a well-run community asset the Town Hall can help attract investment, not just in the building itself, but also in the wider area. Investors, businesses, and potential new residents are often drawn to thriving, active communities and Pitlochry should be able to exploit this success especially with younger people and families.

The Town Hall will serve as a cultural, social, and civic centre can help foster a stronger local identity. It becomes a symbol of the community's values, heritage, and aspirations, providing a focal point for public life and civic pride. The vision statement quoted above encapsulates this concept.

### **How our request will improve issues of equality in our community**

Community ownership of the town hall could help provide more inclusive opportunities for employment. By hosting job training programmes, offering flexible workspaces for local entrepreneurs, or creating roles within the community group, the Town Hall can directly address issues of income inequality.

As a community run Town Hall, we will be more attuned to the needs of disadvantaged groups such as the elderly, people with disabilities, low-income families, or those facing social exclusion. Over time and by offering affordable services, accessible facilities, and targeted programming (such as youth clubs or elderly support groups), it can help reduce inequality in terms of access to essential services and social inclusion. A number of new events have already started to address this area as noted above.

The Town Hall will serve as a space for social gatherings and support groups, helping to combat social isolation, especially among the elderly, disabled, or isolated residents. It will provide a safe and welcoming environment for people to meet, connect, and engage in community activities, which helps reduce isolation and fosters a more inclusive, supportive society.

By hosting community events and services, the Town Hall will assist all members of the community regardless of income, age, or background to have equal access to resources. For instance, it could provide low-cost or free services e.g. the Bank of Scotland hub starting in November 2025, health screenings, or educational workshops, to ensure that all members of the community can benefit, particularly those who may not be able to afford private services.

When the transfer is successful, the Town Hall can become a platform for marginalised groups to have their voices heard. Whether through public forums e.g. community council, advocacy meetings, or culturally specific programmes, the Hall can serve as an inclusive



space that addresses issues of race, gender, sexual orientation, and other factors that contribute to inequality in the community.

### **Conclusion**

A successful Community Asset Transfer of Pitlochry Town Hall can yield broad and lasting benefits. By enhancing public health through improved access to social and health services, stimulating economic growth through local events and job creation, promoting environmental sustainability through green initiatives, supporting community regeneration, and addressing social inequalities, the transfer can transform the town hall into a vital, accessible, and sustainable community resource.

Such a project, if effectively managed and supported, can become a powerful tool for fostering a healthier, more prosperous, and more inclusive community in Pitlochry.

### **If your group is able to place a monetary value for the community benefits you will generate, please provide details.**

Placing a monetary value on the community benefits generated by our Community Asset Transfer (CAT) is challenging due to the intangible nature of many social and environmental impacts. However, it is possible to estimate the economic value of certain benefits using established frameworks and assumptions. Below are some key community benefits, along with methods for estimating their potential monetary value.

#### **Public health benefits**

A healthier community leads to fewer healthcare expenses. For example, the hosted exercise classes and mental health programmes can reduce the incidence of chronic diseases, reduce healthcare visits, and improve mental well-being.

If exercise classes or mental health programmes reduce the number of people needing to visit doctors or hospitals by 100 people annually, you could estimate the cost savings to the health system. According to NHS data, each GP consultation costs around £30. If 100 people reduce their GP visits by one visit per year due to exercise or mental health programmes, that's a potential saving of £3,000 annually.

Tackling social isolation can reduce the burden on social care and healthcare services, particularly among older adults. A study by the Campaign to End Loneliness estimates the annual cost of loneliness to be around £6,000 per person in terms of healthcare and social care costs. If the Town Hall helps reduce isolation for 10 people, this could lead to savings of £60,000 per year in social and healthcare costs.

#### **Economic benefits**

Job Creation and Training Opportunities through the planned redevelopment of the building will provide jobs and support local businesses. If the transfer creates 5 full-time or part-time positions in the local community (e.g., for administrators, event coordinators, maintenance staff, etc.) and each job creates an average annual salary of £20,000; this contributes £100,000 annually to the local economy.

The local economic benefit could extend further. A report by the UK Government Office for Science estimates that local community assets like this could have a multiplier effect, creating additional local spending. For example, every £1 spent locally could generate £1.70 in the local economy through wages, supply chains, and local business spending.

If the town hall generates £100,000 in direct salaries, this could result in an additional £70,000 spent in the local economy, bringing the total economic impact to £170,000.

As the Town Hall will be used for events, performances, and private rentals, these activities could generate income that benefits both the community group and local



businesses (e.g., catering, local performers, etc.). If the Town Hall generates £10,000 annually from event rentals (e.g., conferences, weddings, local performances), this could support the financial sustainability of the asset while providing an indirect benefit to the local economy.

The Town Hall will undertake energy efficiency improvements (e.g., installing solar panels (subject to planning), improving insulation, improving lighting etc), this can reduce energy consumption and costs. If energy efficiency measures save the town hall £5,000 annually in energy costs and these savings are reinvested in community projects, this would provide a direct financial benefit to the community.

Additionally, environmental improvements can contribute to carbon reductions. For example, if the Town Hall's upgrades lead to a 10-tonne reduction in CO2 emissions per year (from energy-saving initiatives), this has a social value. The UK Government estimates the social value of carbon at approximately £75 per tonne. This gives a monetary value of £750 in avoided carbon costs per year. More work will be undertaken to maximise this benefit as it will also contribute a lasting benefit.

The Town Hall can help improve access to services for vulnerable groups (e.g., the elderly, low-income families, or those with disabilities). This could include social services, educational programs, or support groups. If we run a programme that supports 10 low-income families with access to free or subsidised services (e.g., legal advice, banking officer support, childcare support, or educational workshops), and each family would otherwise pay £200 per year for those services, this provides a total financial benefit of £2,000 annually.

Social isolation costs are significant. By hosting social activities, clubs, and meet-ups, the Town Hall can foster inclusion. If the Town Hall helps reduce social isolation for 10 individuals, and the estimated healthcare savings are £6,000 per person, this could save £60,000 in health and social care costs annually.

If the Town Hall offers job training, skills development, or business mentoring, it can help improve employment outcomes and income equality in the community. If 10 people benefit from job training courses that lead to employment or better wages, and each person gains an additional £5,000 per year in income, that's an annual economic benefit of £50,000 for the community.

### **Conclusion**

While these estimates are based on assumptions and simplified calculations, they provide a framework for quantifying the potential benefits of a successful Community Asset Transfer. The actual value will depend on factors like community participation, local conditions, and the specific activities offered. However, this approach demonstrates that the Town Hall could not only provide significant social and community benefits but also generate considerable economic value for Pitlochry.

## 4.4 Negative consequences

**Please provide details of any negative consequences which may occur if your Request is approved. How would you minimise these?**

A successful Community Asset Transfer (CAT) may have some negative consequences or unintended side effects that arise in the long term. The Board are aware of these issues and note below such issues and how they can be mitigated.



### **Financial strain on the group**

Even if the transfer is technically successful, the financial burden of running a large public building may be a strain the community group. The costs of maintenance, utilities, staffing, and potential repairs may exceed what the group anticipates or can afford. We may face financial challenges and cash flow issues.

The mitigation will be to ensure robust annual planning supported by detailed financial reporting. This will be underpinned by strong controls, KPI reports and monthly review at Board level.

### **Increased local inequality**

If the Town Hall focuses on certain activities or groups, this might exclude other sections of the community. For example, if the building is rented out for high-profile events, local people or community groups with fewer resources may find it harder to access the space.

The mitigation will be to develop a balanced series of events and engage with the community on a regular basis to get feedback and input to the planning process. The AGM will provide a good platform for such debate.

### **Neglected community needs**

The Board may have good intentions but may not fully understand or prioritise all community needs. For example, we might focus on hosting events that attract tourists but neglect services for vulnerable or disadvantaged local residents. This could lead to frustration among local residents who feel that the building no longer serves their needs, or that it is being used in ways that don't benefit them directly.

The mitigation will be to develop a balanced series of events and engage with the community on a regular basis to get feedback and input to the planning process. The AGM will provide a good platform for such debate.

### **Volunteer burnout and leadership issues**

Like most community asset transfers we rely on volunteers to run day-to-day operations, but this can be unsustainable. Volunteers might become overworked, and a lack of professional management could lead to mistakes or inefficiency. Volunteer burnout would lead to high turnover rates, which destabilises operations and disrupts the continuity of services. This can result in poor management of the building, and ultimately, a decline in the quality of services offered to the community.

The mitigation is in part through the employment of a full time Operations Manager who is supported by volunteers. Additionally, the Board review people issues as a standard agenda item on a monthly basis which will help to identify issues that can be addressed before they become critical.

### **Conflict within the community**

A successful transfer may still lead to internal conflict within the Board or the wider community. Different factions might have differing views on how the Town Hall should be used or managed, leading to disputes over resources, access, or priorities.

If these conflicts aren't resolved, it could harm the reputation of the community group, reduce local support, and even lead to the dissolution of the community-run initiative. In some cases, the local authority might have to step in again, undermining the success of the transfer.

The mitigation measures are to ensure frequent and open communication (social media, newsletters, website) and to encourage Trustees and volunteers to join the team from as wide a cross section of the community as possible. This will continue as an ongoing task.

### **Underused or poorly managed asset**

While the building may be successfully transferred, we could struggle to attract sufficient activities or events to keep it vibrant and financially viable. This could lead to underuse or poor management of the space.

The mitigation will be robust annual planning, frequent community engagement (annual survey), working with groups across the town and visiting other similar venues to learn, share ideas and best practice.

### **Risk of over commercialisation**

There is a possibility that the Board could be pressured to commercialise the building in order to generate revenue, turning it into a venue for profit-driven events or commercial activities rather than serving community needs. This could alienate local residents which in turn could reduce Town Hall's function as a community hub and make it less accessible to all but those who can afford to pay.

The mitigation will be robust annual planning, monthly Board review and annual community surveying to ensure the facility balances local need with the requirement to generate at least a break-even outcome every year.

### **Conclusion**

While a successful asset transfer will have many positive outcomes, these potential negative consequences show that it's not a guarantee of long-term success and the Board is very aware of the potential downsides which is in itself a positive position.

Careful planning, clear governance structures, ongoing community engagement, and financial sustainability measures are key to avoiding these risks. It's important that the transfer is not only successful at the moment of handover, but also that the community group is supported to adapt, manage, and thrive over the long term.

The Board of Pitlochry Town Hall is not entering into this request blinded by optimism but rather with a realism and an understanding of the journey ahead.

## 4.5 Equality

### **Please tell us how your group will ensure that all members of your community will be able to benefit from your Request.**

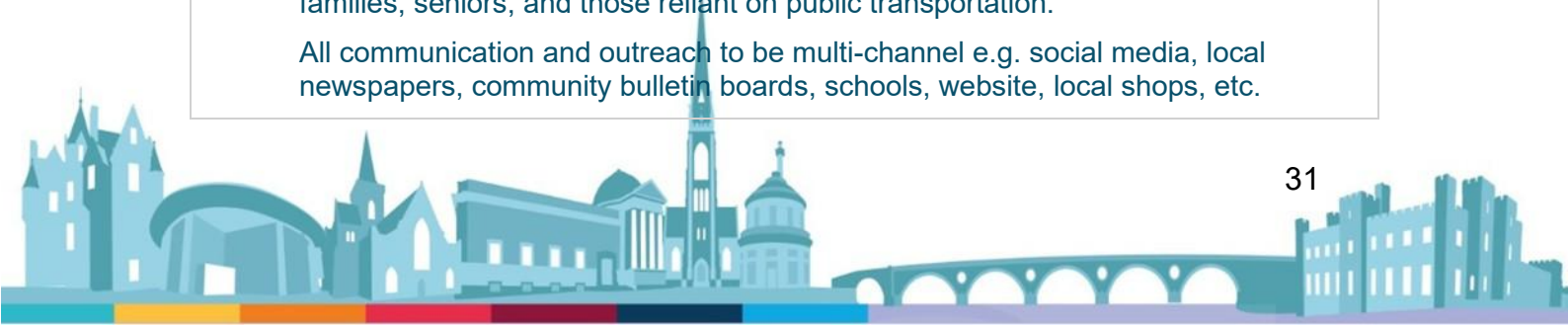
Assuming the request is successful, we will:

1. Set up Diverse Planning Committee to involve representatives in the ongoing planning process from different community group e.g. youth, seniors, people with disabilities, ethnic minorities, business owners.

We have already completed community survey work (see attached survey sample).

2. Improve accessibility with investment (grant funded) in a passenger lift and improved disabled toilet facilities. The building is generally satisfactory for disabled use.
3. Schedule community events e.g. AGMs at a time that accommodates working families, seniors, and those reliant on public transportation.

All communication and outreach to be multi-channel e.g. social media, local newspapers, community bulletin boards, schools, website, local shops, etc.



All messaging to use plain language and visuals to make information easy to understand for everyone.

4. Consider, if there is demand, using Teams / virtual type platforms for community engagement.
5. Publish meeting notes, decisions made, and next steps in accessible formats on the website and encourage feedback. Track progress on agreed actions and decisions (system already operating)



## Section 5: Confirmation

Two office-bearers of your group should sign this form.

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

<b>Name</b>	[REDACTED]
<b>Position in Group</b>	Chair
<b>Date</b>	1 <sup>st</sup> April 2026
<b>Signature (or image of)</b>	[REDACTED]

<b>Name</b>	[REDACTED]
<b>Position in Group</b>	Treasurer
<b>Date</b>	1 <sup>st</sup> April 2026
<b>Signature (or image of)</b>	[REDACTED]



## Section 6: List of Accompanying Documents

Document Title	Description
1. Board and team profiles	Biog details of key team members
2. Business plan and financial projection for next five years	The plan for five years from 2026
3. Report and accounts for year ending 31 Dec 2025	First annual report and accounts
4. Recent bank statement	Statement to show funds in the bank
5. 2026 key objectives single page plan	Plan used to guide Board discussions and strategy focus
6. Pitlochry Town Hall constitution	The constitution as approved by OSCR
7. Community consultation	Details of early community engagement exercise
8. PCAT action plan 2022-2027	Report from local community action trust
9. Accelerate research report	Independent research on similar projects
10. Pack of drawings and designs for future development	Architect drawings
11. Costed report for future development	QS prepared costs for redevelopment
12. Pack of condition survey	Building survey carried out for PTH in 2025
13. Management agreement with PKC and advice note from J&H Mitchell re Common Good	Details of current legal status granted by PKC and document on future process to release Common Good status
14. Entertainment licence	Licence granted by PKC to operate the venue for entertainment
15. Website and social media links	As title
16. Letters of support	Various letters of support for the project
17. Calendar of events and hall charges	Calendar to show current use of the venue and the basis of charging / revenue generation



## Section 7: Checklist

Before you submit your application, please use this checklist to ensure you have provided all of the information needed to assess your request.

Description	Check
Have you ticked the box on Page 1 to confirm you are making an Asset Transfer Request under Part 5 of the Community Empowerment (Scotland) Act 2015	<input checked="" type="checkbox"/>
Section 1: Have you provided the necessary contact details?	<input checked="" type="checkbox"/>
Section 2: Have you confirmed your group's legal status and provided details on your overall vision, skills and capacity to deliver?	<input checked="" type="checkbox"/>
Section 3: Have you provided the price or rental you are offering and how you propose to cover this cost?	<input checked="" type="checkbox"/>
Section 4: Have you identified the need(s) in your community that the Asset Transfer will address?	<input checked="" type="checkbox"/>
Section 4: Have you provided evidence of community support?	<input checked="" type="checkbox"/>
Section 4: Have you provided details of the benefits your Asset Transfer request will bring to your community?	<input checked="" type="checkbox"/>
Section 5: Have two office-bearers in your group signed the form?	<input checked="" type="checkbox"/>
Have you completed all of the questions to the best of your ability?	<input checked="" type="checkbox"/>
Accompanying Documents: Have you provided a copy of your group's constitution or other legal documentation?	<input checked="" type="checkbox"/>
Accompanying Documents: Have you provided a business plan to support your Request?	<input checked="" type="checkbox"/>
Have you listed any other accompanying documents that you have provided?	<input checked="" type="checkbox"/>

**How We Use Your Personal Information** The information provided by you will be used by Perth and Kinross Council to process your application, contact you with any questions, and advise you of any decision. The information will not be disclosed to third parties except as described below. The Council may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from certain third parties or share your information with them in order to verify its accuracy, prevent or detect crime, protect public funds or where required by law. For further information, please look at our website [www.pkc.gov.uk/dataprotection](http://www.pkc.gov.uk/dataprotection), email [DataProtection@pkc.gov.uk](mailto:DataProtection@pkc.gov.uk) or telephone 01738 477933.

