



From mountain to sea

Asset Transfer Request

This is an asset transfer request made under Part 5 of the Community Empowerment (Scotland) Act 2015. **Please read the applicant notes before completing this form.**

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

1.1 Name and address of the CTB making the request. This should be the registered address, if you have one.

Name	
Postal Address	[REDACTED]
Postcode	[REDACTED]

1.2 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]
Position in CTB	[REDACTED]
Postal Address	[REDACTED]
Postcode	[REDACTED]
Email	[REDACTED]
Telephone	[REDACTED]

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



From mountain to sea

1.3 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	
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	
	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**
- A statement of accounts for the most recent 3-year period examined by an Independent Examiner. (see footnote) ¹

1.4 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:

¹ This is only applicable to organisations with a gross income in a financial year of less than £250,000 or companies limited by guarantee with a turnover of less than £500,000. Organisations with a turnover exceeding these figures must submit statements of audited accounts for the most recent 3-year period. For organisations which have not been established for a 3-year period, a one-year financial statement may be considered.



From mountain to sea

1.5 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?



From mountain to sea

Section 2: Information about the asset requested

2.1 Please identify the asset - land or building(s) - which this asset transfer request relates.

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

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

Name of Asset	
Address of Asset	
Postcode of Asset	

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

This should be given in the relevant authority's register of land

UPRN:



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Section 3: Type of request, payment and conditions

3.1 Please mark what type of request is being made (mark one only):

- 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 asset requested?

Proposed price: £

Please give information setting out any other terms and conditions you wish to apply to the request.



From mountain to sea

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 give information 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.



From mountain to sea

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:

£ per

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



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Section 4: Community Proposal

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

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



From mountain to sea

Benefits of the proposal

- 4.2 Please set out the benefits to the community that you consider will arise if the request is agreed to. Where applicable, benefits should include: - A sustainable economy, connected communities, living well locally and climate change.

This section should explain how the project will benefit your community, and others. You should also give an indication of the population number that will be directly affected by the transfer i.e., your target group. If your project is primarily aimed at a particular demographic, it is this number that should be used rather than the population of the area. Please refer to the applicant notes on how the relevant authority will consider the benefits of a request.



From mountain to sea

Restrictions on use of the land

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

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

Risk Analysis

- 4.4 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.



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Capacity to deliver

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

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



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Section 5: Level and nature of support

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

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



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Section 6: Funding

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

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.



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Section 7: Business Plan including a 3-year financial forecast

7.1 Please give details of your Business Plan

You should include a statement of your goals, reasons they are attainable, plans for reaching them and a forecast of future revenues and expenses.



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Signatures

Two authorised signatories (e.g. manager, 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	
Position	
Signature	
Name	[Redacted]
Address	[Redacted]
Date	
Position	
Signature	



From mountain to sea

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 and a statement of accounts

Title of document attached:

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

Documents attached:

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

Documents attached:

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

Documents attached:

Section 5 – evidence of community support

Documents attached:



From mountain to sea

Section 6 – funding

Documents attached:

Section 7 – business plan including a 3-year financial forecast

Documents attached:

Completed applications should be sent to your **local Area Manager** and marked '**Asset Transfer**'. **Contact addresses are listed below:**

<p>BANFF & BUCHAN Area Manager Town House 34 Low Street Banff AB45 1AY</p> <p>Email: banffandbuchanamo@aberdeenshire.gov.uk</p>	<p>BUCHAN Area Manager Buchan House St Peter Street Peterhead AB42 1QF</p> <p>Email: buchan@aberdeenshire.gov.uk</p>
<p>FORMARTINE Area Manager Formartine House, Union Street, Ellon, AB41 9BA</p> <p>Email: formartineareaoffice@aberdeenshire.gov.uk</p>	<p>GARIOCH Area Manager Unit 7, Harlaw Industrial Estate Harlaw Way Inverurie AB51 4SG</p> <p>Email: garioch@aberdeenshire.gov.uk</p>
<p>KINCARDINE & MEARNES Area Manager Viewmount Arduathie Road Stonehaven AB39 2DQ</p> <p>Email: kincardineandmearnes@aberdeenshire.gov.uk</p>	<p>MARR Area Manager Alford Area Office School Road Alford AB33 8TY</p> <p>Email: marr@aberdeenshire.gov.uk</p>



We endeavour to ensure that our model constitutions are the best available. The Office of the Scottish Charity Regulator (OSCR) has reviewed our models and, while OSCR is not in a position to formally endorse them, OSCR has indicated that, generally speaking, constitutions based on these models would be acceptable in terms of the new law. However, SCVO cannot be responsible for the approach taken by OSCR to any individual constitution and organisations should be prepared for the possibility that, depending on the detail, OSCR may require alterations to a constitution based on one of our models.

When applying to OSCR for charitable status you need to complete certain sections of this model constitution in full. OSCR have to know what are your charitable objectives and activities, the number of trustees you need for a quorum, whether there are any qualifications to be a member of your organisation, etc. We have **highlighted** the sections you must complete in order to gain charitable status so that you can ensure your constitution contains all the information that OSCR will be looking for when they consider whether your organisation can become a Scottish charity.

No legal liability rests on the authors, publishers or editors of this publication for actions taken on its guidance.

Please read the [clause by clause guidance notes](#) which accompany this model on the SCVO website.

SCVO Model SCIO Constitution (two tier)

CONSTITUTION

Strichen Town House Trust SCIO

CONTENTS		
GENERAL	type of organisation, Scottish principal office, name, purposes, powers, liability, general structure	clauses 1 - 10
MEMBERS	qualifications for membership, application, subscription, register of members, withdrawal, transfer, re-registration, expulsion, termination	clauses 11 - 26
DECISION-MAKING BY THE MEMBERS	members' meetings, power to request members' meeting, notice, procedure at members' meetings, voting at members' meetings, written resolutions, minutes	clauses 27 - 53
BOARD (CHARITY TRUSTEES)	number, eligibility, election/ retiral/re-election, termination of office, register of charity trustees, office bearers, powers, general duties, code of conduct	clauses 54 - 83
DECISION-MAKING BY THE CHARITY TRUSTEES	notice, procedure at board meetings, minutes	clauses 84 - 99
ADMINISTRATION	sub-committees, operation of accounts, accounting records and annual accounts	clauses 100 - 108
MISCELLANEOUS	winding up, alterations to the constitution, interpretation	clauses 109 - 114

GENERAL

Type of organisation

- 1 The organisation will, upon registration, be a Scottish Charitable Incorporated Organisation (SCIO).

Scottish principal office

- 2 The principal office of the organisation will be in Scotland (and must remain in Scotland).

Name

- 3 The name of the organisation is “Strichen Town House Trust [SCIO]”.

Purposes

- 4 The organisation’s purposes are to benefit principally the community of **Strichen** which comprises the civil parish of Strichen and include:
 - 4.1 The advancement of the arts, heritage and culture through:
 - 4.1.1 Restoring, enhancing and further developing the Grade A listed Town House in Strichen, and other such property that the organisation may acquire.
 - 4.1.2 The creation of an archive, documents and exhibits relating to Strichen’s local history and traditions.
 - 4.1.3 Inspiring the people of Strichen and the surrounding area to explore and engage with the history of their community, environment and families.
 - 4.2 The provision of recreational facilities with the object of improving the conditions of life for whom the facilities are primarily intended through:
 - 4.2.1 Provision of a flexible space that can be used for a variety of community activities by local people and groups

Powers

- 5 The organisation has power to do anything which is calculated to further its purposes or is conducive or incidental to doing so including:
 - 5.1.1 register any interest in land and to exercise any right to buy under Part 2 of the Land Reform (Scotland) Act 2003;
 - 5.1.2 to exercise any right to buy under Part 3A of the Land Reform (Scotland) Act 2003;

5.1.3 to exercise any right to buy under Part 5 of the Land Reform (Scotland) Act 2016; and

- 5.1 to make any participation request under Part 3 of the Community Empowerment (Scotland) Act 2015 and/or any asset transfer request under Part 5 of the Community Empowerment (Scotland) Act 2015, and to take any appropriate steps following upon the making of any such request.
- 6 No part of the income or property of the organisation may be paid or transferred (directly or indirectly) to the members - either in the course of the organisation's existence or on dissolution - except where this is done in direct furtherance of the organisation's charitable purposes.

Liability of members

- 7 The members of the organisation have no liability to pay any sums to help to meet the debts (or other liabilities) of the organisation if it is wound up; accordingly, if the organisation is unable to meet its debts, the members will not be held responsible.
- 8 The members and charity trustees have certain legal duties under the Charities and Trustee Investment (Scotland) Act 2005; and clause 7 does not exclude (or limit) any personal liabilities they might incur if they are in breach of those duties or in breach of other legal obligations or duties that apply to them personally.

General structure

- 9 The structure of the organisation consists of:-
- 9.1 the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;
- 9.2 the BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.
- 10 The people serving on the board are referred to in this constitution as CHARITY TRUSTEES.

MEMBERS

Qualifications for membership

- 11 Membership is open to any individual aged 16 or over;

- 11.1 Who is resident within the Civil Parish of Strichen,
- 11.2 Who is resident within the Local authority Area of Aberdeenshire and supports the objects of the organisation
- 12 Employees of the organisation are not eligible for membership.

Application for membership

- 13 Any person who wishes to become a member must sign a written application for membership; the application will then be considered by the board at its next board meeting.
- 14 The board may, at its discretion, refuse to admit any person to membership.
- 15 The board must notify each applicant promptly (in writing or by e-mail) of its decision on whether or not to admit them to membership.

Membership subscription

- 16 No membership subscription will be payable.

Register of members

- 17 The board must keep a register of members, setting out
 - 17.1 for each current member:
 - 17.1.1 their full name and address; and
 - 17.1.2 the date on which they were registered as a member of the organisation;
 - 17.2 for each former member - for at least six years from the date on which they ceased to be a member:
 - 17.2.1 their name; and
 - 17.2.2 the date on which they ceased to be a member.
- 18 The board must ensure that the register of members is updated within 28 days of any change:
 - 18.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or
 - 18.2 which is notified to the organisation.
- 19 If a member or charity trustee of the organisation requests a copy of the register of members, the board must ensure that a copy is supplied to them within 28 days, providing the request is reasonable; if

the request is made by a member (rather than a charity trustee), the board may provide a copy which has the addresses blanked out.

Withdrawal from membership

- 20 Any person who wants to withdraw from membership must give a written notice of withdrawal to the organisation, signed by them; they will cease to be a member as from the time when the notice is received by the organisation.

Transfer of membership

- 21 Membership of the organisation may not be transferred by a member.

Re-registration of members

- 22 The board may, at any time, issue notices to the members requiring them to confirm that they wish to remain as members of the organisation, and allowing them a period of 28 days (running from the date of issue of the notice) to provide that confirmation to the board.
- 23 If a member fails to provide confirmation to the board (in writing or by e-mail) that they wish to remain as a member of the organisation before the expiry of the 28-day period referred to in clause 22, the board may expel them from membership.
- 24 A notice under clause 22 will not be valid unless it refers specifically to the consequences (under clause 23) of failing to provide confirmation within the 28-day period.

Expulsion from membership

- 25 Any person may be expelled from membership by way of a resolution passed by not less than two thirds of those present and voting at a members' meeting, providing the following procedures have been observed:-
- 25.1 at least 21 days' notice of the intention to propose the resolution must be given to the member concerned, specifying the grounds for the proposed expulsion;
- 25.2 the member concerned will be entitled to be heard on the resolution at the members' meeting at which the resolution is proposed.

Termination

- 26 Membership of the organisation will terminate on death.

DECISION-MAKING BY THE MEMBERS

Members' meetings

- 27 The board must arrange a meeting of members (an annual general meeting or "AGM") in each calendar year.
- 28 The gap between one AGM and the next must not be longer than 15 months.
- 29 Notwithstanding clause 27, an AGM does not need to be held during the calendar year in which the organisation is formed; but the first AGM must still be held within 15 months of the date on which the organisation is formed.
- 30 The business of each AGM must include:-
- 30.1 a report by the chair on the activities of the organisation;
 - 30.2 consideration of the annual accounts of the organisation;
 - 30.3 the election/re-election of charity trustees, as referred to in clauses 59 to 62.
- 31 The board may arrange a special members' meeting at any time.

Power to request the board to arrange a special members' meeting

- 32 The board must arrange a special members' meeting if they are requested to do so by a notice (which may take the form of two or more documents in the same terms, each signed by one or more members) by members who amount to 5% or more of the total membership of the organisation at the time, providing:
- 32.1 the notice states the purposes for which the meeting is to be held; and
 - 32.2 those purposes are not inconsistent with the terms of this constitution, the Charities and Trustee (Investment) Scotland Act 2005 or any other statutory provision.
- 33 If the board receive a notice under clause 32, the date for the meeting which they arrange in accordance with the notice must not be later than 28 days from the date on which they received the notice.

Notice of members' meetings

- 34 At least 14 clear days' notice must be given of any AGM or any special members' meeting.
- 35 The notice calling a members' meeting must specify in general terms what business is to be dealt with at the meeting; and

- 35.1 in the case of a resolution to alter the constitution, must set out the exact terms of the proposed alteration(s); or
- 35.2 in the case of any other resolution falling within clause 45 (requirement for two-thirds majority) must set out the exact terms of the resolution.
- 36 The reference to “clear days” in clause 34 shall be taken to mean that, in calculating the period of notice,
 - 36.1 the day after the notices are posted (or sent by e-mail) should be excluded; and
 - 36.2 the day of the meeting itself should also be excluded.
- 37 Notice of every members' meeting must be given to all the members of the organisation, and to all the charity trustees; but the accidental omission to give notice to one or more members will not invalidate the proceedings at the meeting.
- 38 Any notice which requires to be given to a member under this constitution must be: -
 - 38.1 sent by post to the member, at the address last notified by them to the organisation; *or*
 - 38.2 sent by e-mail to the member, at the e-mail address last notified by them to the organisation.

Procedure at members' meetings

- 39 No valid decisions can be taken at any members' meeting unless a quorum is present.
- 40 The quorum for a members' meeting is three member, present in person.
- 41 If a quorum is not present within 15 minutes after the time at which a members' meeting was due to start - or if a quorum ceases to be present during a members' meeting - the meeting cannot proceed; and fresh notices of meeting will require to be sent out, to deal with the business (or remaining business) which was intended to be conducted.
- 42 The chair of the organisation should act as chairperson of each members' meeting.
- 43 If the chair of the organisation is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.

Voting at members' meetings

- 44 Every member has one vote, which must be given personally.
- 45 All decisions at members' meetings will be made by majority vote - with the exception of the types of resolution listed in clause 46.
- 46 The following resolutions will be valid only if passed by not less than two thirds of those voting on the resolution at a members' meeting (or if passed by way of a written resolution under clause 50):
- 46.1 a resolution amending the constitution;
 - 46.2 a resolution expelling a person from membership under clause 25;
 - 46.3 a resolution directing the board to take any particular step (or directing the board not to take any particular step);
 - 46.4 a resolution approving the amalgamation of the organisation with another SCIO (or approving the constitution of the new SCIO to be constituted as the successor pursuant to that amalgamation);
 - 46.5 a resolution to the effect that all of the organisation's property, rights and liabilities should be transferred to another SCIO (or agreeing to the transfer from another SCIO of all of its property, rights and liabilities);
 - 46.6 a resolution for the winding up or dissolution of the organisation.
- 47 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 48 A resolution put to the vote at a members' meeting will be decided on a show of hands - unless the chairperson (or at least two other members present at the meeting) ask for a secret ballot.
- 49 The chairperson will decide how any secret ballot is to be conducted, and they will declare the result of the ballot at the meeting.

Written resolutions by members

- 50 A resolution agreed to in writing (or by e-mail) by all the members will be as valid as if it had been passed at a members' meeting; the date of the resolution will be taken to be the date on which the last member agreed to it.

Minutes

- 51 The board must ensure that proper minutes are kept in relation to all members' meetings.
- 52 Minutes of members' meetings must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 53 [The board shall make available copies of the minutes referred to in clause 51 to any member of the public requesting them; but on the basis that the board may exclude confidential material to the extent permitted under clause 99.]

BOARD

Number of charity trustees

- 54 The maximum number of charity trustees is 10; out of that:
- 54.1 no more than 7 shall be charity trustees who were elected/appointed under clauses 59 and 60 (or deemed to have been appointed under clause 58); and
- 54.2 no more than 3 shall be charity trustees who were co-opted under the provisions of clauses 63 and 64.
- 55 The minimum number of charity trustees is 3.

Eligibility

- 56 A person shall not be eligible for election/appointment to the board under clauses 58 to 61 unless they are a member of the organisation; a person appointed to the board under clause 63 need not, however, be a member of the organisation.
- 57 A person will not be eligible for election or appointment to the board if they are: -
- 57.1 disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005; or
- 57.2 an employee of the organisation.

Initial charity trustees

- 58 The individuals who signed the charity trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as charity trustees with effect from the date of incorporation of the organisation.

Election, retiral, re-election

- 59 At each AGM, the members may elect any member (unless they are debarred from membership under clause 57) to be a charity trustee.
- 60 The board may at any time appoint any member (unless they are debarred from membership under clause 57) to be a charity trustee.
- 61 At each AGM, all of the charity trustees elected/appointed under clauses 59 and 60 (and, in the case of the first AGM, those deemed to have been appointed under clause 58) shall retire from office – but shall then be eligible for re-election under clause 59.
- 62 A charity trustee retiring at an AGM will be deemed to have been re-elected unless: -
- 62.1 they advise the board prior to the conclusion of the AGM that they do not wish to be re-appointed as a charity trustee; or
 - 62.2 an election process was held at the AGM and they were not among those elected/re-elected through that process; or
 - 62.3 a resolution for the re-election of that charity trustee was put to the AGM and was not carried.

Appointment/re-appointment of co-opted charity trustees

- 63 In addition to their powers under clause 60, the board may at any time appoint any non-member of the organisation to be a charity trustee (subject to clause 54, and providing they are not debarred from membership under clause 57) either on the basis that they have been nominated by a body with which the organisation has close contact in the course of its activities or on the basis that they have specialist experience and/or skills which could be of assistance to the board.
- 64 At each AGM, all of the charity trustees appointed under clause 63 shall retire from office – but shall then be eligible for re-appointment under that clause.

Termination of office

- 65 A charity trustee will automatically cease to hold office if: -
- 65.1 they become disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005;
 - 65.2 they become incapable for medical reasons of carrying out their duties as a charity trustee - but only if that has continued (or is expected to continue) for a period of more than six months;
 - 65.3 (in the case of a charity trustee elected/appointed under clauses 58 to 62) they cease to be a member of the organisation;

- 65.4 they become an employee of the organisation;
 - 65.5 they give the organisation a notice of resignation, signed by them;
 - 65.6 they are absent (without good reason, in the opinion of the board) from more than three consecutive meetings of the board - but only if the board resolves to remove them from office;
 - 65.7 they are removed from office by resolution of the board on the grounds that they are considered to have committed a material breach of the code of conduct for charity trustees (as referred to in clause 82);
 - 65.8 they are removed from office by resolution of the board on the grounds that they are considered to have been in serious or persistent breach of their duties under section 66(1) or (2) of the Charities and Trustee Investment (Scotland) Act 2005; or
 - 65.9 they are removed from office by a resolution of the members passed at a members' meeting.
- 66 A resolution under paragraph 65.7, 65.8 or 65.9 shall be valid only if: -
- 66.1 the charity trustee who is the subject of the resolution is given reasonable prior written notice of the grounds upon which the resolution for their removal is to be proposed;
 - 66.2 the charity trustee concerned is given the opportunity to address the meeting at which the resolution is proposed, prior to the resolution being put to the vote; and
 - 66.3 (in the case of a resolution under paragraph 65.7 or 65.8) at least two thirds (to the nearest round number) of the charity trustees then in office vote in favour of the resolution.

Register of charity trustees

- 67 The board must keep a register of charity trustees, setting out
- 67.1 for each current charity trustee:
 - 67.1.1 their full name and address;
 - 67.1.2 the date on which they were appointed as a charity trustee; and
 - 67.1.3 any office held by them in the organisation;
 - 67.2 for each former charity trustee - for at least 6 years from the date on which they ceased to be a charity trustee:

67.2.1 the name of the charity trustee;

67.2.2 any office held by them in the organisation; and

67.2.3 the date on which they ceased to be a charity trustee.

68 The board must ensure that the register of charity trustees is updated within 28 days of any change:

68.1 which arises from a resolution of the board or a resolution passed by the members of the organisation; or

68.2 which is notified to the organisation.

69 If any person requests a copy of the register of charity trustees, the board must ensure that a copy is supplied to them within 28 days, providing the request is reasonable; if the request is made by a person who is not a charity trustee of the organisation, the board may provide a copy which has the addresses blanked out - if the SCIO is satisfied that including that information is likely to jeopardise the safety or security of any person or premises.

Office-bearers

70 The charity trustees must elect (from among themselves) a chair, a treasurer and a secretary.

71 In addition to the office-bearers required under clause 70, the charity trustees may elect (from among themselves) further office-bearers if they consider that appropriate.

72 All of the office-bearers will cease to hold office at the conclusion of each AGM, but may then be re-elected under clause 70 or 71.

73 A person elected to any office will automatically cease to hold that office: -

73.1 if they cease to be a charity trustee; *or*

73.2 if they give to the organisation a notice of resignation from that office, signed by them.

Powers of board

74 Except where this constitution states otherwise, the organisation (and its assets and operations) will be managed by the board; and the board may exercise all the powers of the organisation.

75 A meeting of the board at which a quorum is present may exercise all powers exercisable by the board.

- 76 The members may, by way of a resolution passed in compliance with clause 46 (requirement for two-thirds majority), direct the board to take any particular step or direct the board not to take any particular step; and the board shall give effect to any such direction accordingly.

Charity trustees - general duties

- 77 Each of the charity trustees has a duty, in exercising functions as a charity trustee, to act in the interests of the organisation; and, in particular, must:-
- 77.1 seek, in good faith, to ensure that the organisation acts in a manner which is in accordance with its purposes;
 - 77.2 act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;
 - 77.3 in circumstances giving rise to the possibility of a conflict of interest between the organisation and any other party:
 - 77.3.1 put the interests of the organisation before that of the other party;
 - 77.3.2 where any other duty prevents them from doing so, disclose the conflicting interest to the organisation and refrain from participating in any deliberation or decision of the other charity trustees with regard to the matter in question;
 - 77.4 ensure that the organisation complies with any direction, requirement, notice or duty imposed under or by virtue of the Charities and Trustee Investment (Scotland) Act 2005.
- 78 In addition to the duties outlined in clause 77, all of the charity trustees must take such steps as are reasonably practicable for the purpose of ensuring: -
- 78.1 that any breach of any of those duties by a charity trustee is corrected by the charity trustee concerned and not repeated; and
 - 78.2 that any trustee who has been in serious and persistent breach of those duties is removed as a trustee.
- 79 Provided they have declared their interest - and have not voted on the question of whether or not the organisation should enter into the arrangement - a charity trustee will not be debarred from entering into an arrangement with the organisation in which they have a personal interest; and (subject to clause 80 and to the provisions relating to remuneration for services contained in the Charities and Trustee Investment (Scotland) Act 2005), they may retain any personal benefit which arises from that arrangement.

- 80 No charity trustee may serve as an employee (full time or part time) of the organisation; and no charity trustee may be given any remuneration by the organisation for carrying out their duties as a charity trustee.
- 81 The charity trustees may be paid all travelling and other expenses reasonably incurred by them in connection with carrying out their duties; this may include expenses relating to their attendance at meetings.

Code of conduct for charity trustees

- 82 Each of the charity trustees shall comply with the code of conduct (incorporating detailed rules on conflict of interest) prescribed by the board from time to time.
- 83 The code of conduct referred to in clause 82 shall be supplemental to the provisions relating to the conduct of charity trustees contained in this constitution and the duties imposed on charity trustees under the Charities and Trustee Investment (Scotland) Act 2005; and all relevant provisions of this constitution shall be interpreted and applied in accordance with the provisions of the code of conduct in force from time to time

DECISION-MAKING BY THE CHARITY TRUSTEES

Notice of board meetings

- 84 Any charity trustee may call a meeting of the board *or* ask the secretary to call a meeting of the board.
- 85 At least 7 days' notice must be given of each board meeting, unless (in the opinion of the person calling the meeting) there is a degree of urgency which makes that inappropriate.

Procedure at board meetings

- 86 No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is charity trustees, present in person.
- 87 If at any time the number of charity trustees in office falls below the number stated as the quorum in clause 86, the remaining charity trustee(s) will have power to fill the vacancies or call a members' meeting - but will not be able to take any other valid decisions.
- 88 The chair of the organisation should act as chairperson of each board meeting.
- 89 If the chair is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.
- 90 Every charity trustee has one vote, which must be given personally.
- 91 All decisions at board meetings will be made by majority vote.
- 92 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 93 The board may, at its discretion, allow any person to attend and speak at a board meeting notwithstanding that they are not a charity trustee - but on the basis that they must not participate in decision-making.
- 94 A charity trustee must not vote at a board meeting (or at a meeting of a sub-committee) on any resolution which relates to a matter in which they have a personal interest or duty which conflicts (or may conflict) with the interests of the organisation; they must withdraw from the meeting while an item of that nature is being dealt with.
- 95 For the purposes of clause 94: -
- 95.1 an interest held by an individual who is "connected" with the charity trustee under section 68(2) of the Charities and Trustee Investment (Scotland) Act 2005 (husband/wife, partner, child,

parent, brother/sister etc) shall be deemed to be held by that charity trustee;

- 95.2 a charity trustee will be deemed to have a personal interest in relation to a particular matter if a body in relation to which they are an employee, director, member of the management committee, officer or elected representative has an interest in that matter.

Minutes

- 96 The board must ensure that proper minutes are kept in relation to all board meetings and meetings of sub-committees.
- 97 The minutes to be kept under clause 96 must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 98 [The board shall (subject to clause 99) make available copies of the minutes referred to in clause 96 to any member of the public requesting them.]
- 99 [The board may exclude from any copy minutes made available to a member of the public under clause 98 any material which the board considers ought properly to be kept confidential - on the grounds that allowing access to such material could cause significant prejudice to the interests of the organisation or on the basis that the material contains reference to employee or other matters which it would be inappropriate to divulge.]

ADMINISTRATION

Delegation to sub-committees

- 100 The board may delegate any of their powers to sub-committees; a sub-committee must include at least one charity trustee, but other members of a sub-committee need not be charity trustees.
- 101 The board may also delegate to the chair of the organisation (or the holder of any other post) such of their powers as they may consider appropriate.
- 102 When delegating powers under clause 100 or 101, the board must set out appropriate conditions (which must include an obligation to report regularly to the board).
- 103 Any delegation of powers under clause 100 or 101 may be revoked or altered by the board at any time.
- 104 The rules of procedure for each sub-committee, and the provisions relating to membership of each sub-committee, shall be set by the board.

Operation of accounts

- 105 Subject to clause 106, the signatures of two out of three signatories appointed by the board will be required in relation to all operations (other than the lodging of funds) on the bank and building society accounts held by the organisation; at least one out of the two signatures must be the signature of a charity trustee.
- 106 Where the organisation uses electronic facilities for the operation of any bank or building society account, the authorisations required for operations on that account must be consistent with the approach reflected in clause 105.

Accounting records and annual accounts

- 107 The board must ensure that proper accounting records are kept, in accordance with all applicable statutory requirements.
- 108 The board must prepare annual accounts, complying with all relevant statutory requirements; if an audit is required under any statutory provisions (or if the board consider that an audit would be appropriate for some other reason), the board should ensure that an audit of the accounts is carried out by a qualified auditor.

MISCELLANEOUS

Winding-up

- 109 If the organisation is to be wound up or dissolved, the winding-up or dissolution process will be carried out in accordance with the procedures set out under the Charities and Trustee Investment (Scotland) Act 2005.
- 110 Any surplus assets available to the organisation immediately preceding its winding up or dissolution must be used for purposes which are the same as - or which closely resemble - the purposes of the organisation as set out in this constitution.

Alterations to the constitution

- 111 This constitution may (subject to clause 112) be altered by resolution of the members passed at a members' meeting (subject to achieving the two thirds majority referred to in clause 46) or by way of a written resolution of the members.
- 112 The Charities and Trustee Investment (Scotland) Act 2005 prohibits taking certain steps (eg change of name, an alteration to the purposes, amalgamation, winding-up) without the consent of the Office of the Scottish Charity Regulator (OSCR).

Interpretation

113 References in this constitution to the Charities and Trustee Investment (Scotland) Act 2005 should be taken to include: -

113.1 any statutory provision which adds to, modifies or replaces that Act; and

113.2 any statutory instrument issued in pursuance of that Act or in pursuance of any statutory provision falling under paragraph 113.1 above.

114 In this constitution: -

114.1 “charity” means a body which is either a “Scottish charity” within the meaning of section 13 of the Charities and Trustee Investment (Scotland) Act 2005 or a “charity” within the meaning of section 1 of the Charities Act 2011, providing (in either case) that its objects are limited to charitable purposes;

114.2 “charitable purpose” means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts.

STRICHEN TOWN HOUSE Trust SCIO

Scottish Charity Number: SC049749

BUSINESS PLAN to Complete Asset Transfer of The Anderson and Woodman Library, 59a, Water Street, Strichen

April 2025

**Prepared
With support by**



Table of Contents

1	Executive Summary	1
2	Our Vision, Mission and Aims.....	2
3	Keys to Success.....	3
4	Organisation Summary.....	3
5	Project Proposals.....	7
6	Market Analysis Summary.....	9
7	Community Research	13
8	Market Trends	14
9	Market Segments	15
10	SWOT Analysis.....	18
11	Capital Cost Projections and Funding Sources	21
12	Funding Strategy.....	23
13	Staffing and Operational	23
14	Financial Forecasts	24
15	Indicators of Progress.....	25

Appendices:

Appendix 1:	Strichen Library Plan and Floorplan
Appendix 2:	Photos of The Anderson and Woodman Library
Appendix 3:	Strichen Library Access Draft Plan of Improvements
Appendix 4:	1971 Disposition of Anderson and Woodman Library to County Council of Aberdeen
Appendix 5:	1979 Anderson and Woodman Library Trust Statutory Instruments
Appendix 6:	Anderson and Woodman Trust 31.03.24 audited accounts
Appendix 7:	Strichen Library Consultation Report January 2025
Appendix 8:	Revenue and Expenditure Targets
Appendix 9:	Potential Sources of Grant Support
Appendix 10:	Proposed Projects
Appendix 11:	Budget June 2025 to November 2030

1 Executive Summary

This Business plan has been developed by Strichen Town House Trust SCIO (STHT) together with the Friends of the Anderson Rooms group, which now forms part of the STHT, to justify the proposed Asset Transfer of the Anderson and Woodman Library Building from the existing Aberdeenshire Council Title to the Strichen Town House Trust SCIO.

It details the delivery of the Library Service in Strichen following the Aberdeenshire Council's proposed closure of the Library Building at 59a, Water Street, Strichen.

It is proposed to agree the Lease of the building from 5th May 2025 until the Asset Transfer is approved by Aberdeenshire Council Communities' Committee and the legal processes involved with the Title Transfer are completed.

This plan outlines the multiple proposed uses of the Anderson and Woodman Library Building as a conventional modern Library Service delivery point, with extended hours of opening, a reading and activity area on the Ground Floor, the Upper Floor maintaining the Reading Rooms, providing a Heritage Exhibition Centre and Archive area together with a Community Meeting Room. The Heritage Exhibition Centre would be worked in partnership with the Strichen Town House Upper Hall facility.

The Strichen Community will take responsibility for the ongoing management and development of the Anderson and Woodman Library at 59a, Water Street, which will continue to provide an updated library service and Reading Room for the village and surrounding area.

The research carried out shows that there is a significant degree of community engagement with the building and strong cultural heritage interests in Strichen and Buchan generally. A proposed catchment area of a 25-minute drive takes in a population of 36,000 people, which is relatively settled and importantly supports an overlapping community of interests in the arts and cultural heritage of all kinds.

Five-year financial projections are included at Appendix 11, which indicate that the building could be viable and self-sustaining.

A funding strategy has been developed with a range of appropriate funds identified which could potentially fund the capital expenditure required.

Experience at other community-owned facilities in the North East, eg MACBI in Mintlaw, and elsewhere demonstrates that the model outlined is achievable, generating an income stream and engaging local people with their social, health and wellbeing, their heritage and the built environment.

2 Our Vision, Mission and Aims

Our Vision is for the Strichen Town House Trust SCIO (STHT) in partnership with the Friends of the Anderson Rooms (FAR) to provide the Community owned and managed Town House and Anderson and Woodman Library, for the benefit of residents in and around the Strichen Area.

To ensure the ongoing delivery of modern Library Services to the Strichen Community and the provision of facilities to display and interpret heritage artefacts and archives of the Strichen area.

Our mission

To ensure the Anderson and Woodman Library Building, 59a, Water Street, returns to the ownership of the village Community, as provided by the benefactor Andrew Anderson in 1923.

The STHT in partnership with the Friends of the Anderson Rooms, have agreed to continue to house the Library Service within the Anderson and Woodman Library Building, 59a, Water Street, whilst growing and accommodating community interest groups, developing a Heritage Centre/Archive in the Upper Hall of the Town House and the first floor of the Library Building whilst ensuring the retention of the Reading Rooms for family history and research purposes.

Our proposals will provide the basis for a combined Community owned Town House and Anderson and Woodman Library, becoming the central hub for many aspects of Buchan's Rural Heritage by working together with the various heritage organisations within Buchan, with the Anderson and Woodman Library, 59a Water Street, providing the wider Library Services to the Community.

Our aims are:

To restore, enhance and further develop the structural integrity of The Anderson and Woodman Library at 59a, Water Street, Strichen, together with the Strichen Town House.

To provide fully accessible, well maintained, warm buildings for Community use as a Library and Reading Rooms, at the Anderson and Woodman Library at 59a, Water Street.

Provide archive facilities for heritage documents of the Strichen and wider Buchan area, within the Library Building and the Upper Hall of the Town House.

To provide a central hub for all local residents and visitors a source of "what's happening" in the area, from Community Group activities, to Community Council and Aberdeenshire Council consultations.

To generate an income from the letting of rooms and commercial facilities to local businesses, fundraising and sourcing funding from external bodies.

To ensure the ongoing management of The Strichen Town House Trust SCIO, incorporating the Friends of the Anderson Rooms, represents the needs of the whole Strichen Community.

Complete an Asset Transfer for the Aberdeenshire Council owned Anderson and Woodman Library at 59a, Water Street to the Town House Trust SCIO.

3 Keys to Success

The following achievements will ensure our success in completing the asset transfer of the Anderson and Woodman Library:

- 1) Secure the long-term structural integrity, improved accessibility and improved energy efficiency of the Anderson and Woodman Library property at 59a, Water Street.
- 2) Maintain the Library Services at the Anderson and Woodman Library, 59a, Water Street, Strichen.
- 3) Provide modern facilities with extended opening hours for the Aberdeenshire Library Service for Strichen and its surrounding rural area.
- 4) Develop the archive of documents and exhibits relating to Strichen's people, local history and traditions.
- 5) Inspire the people of Strichen and the surrounding area.
- 6) Provide the local community with a comfortable, well equipped and accessible library service and reading rooms.
- 7) Provide employment and volunteering opportunities to staff the Library Service and manage the Anderson and Woodman Library building.
- 8) Provide a venue in the Upper Reading Rooms for events such as small weddings and ceremonies.

4 Organisation Summary

The Strichen Town House Trust SCIO is incorporated in Scotland as a Scottish Charitable Incorporated Organisation (a SCIO). It is a registered as a Charity in Scotland, Charity Number SC049749.

It was registered in its current legal form on 19th November 2019, having previously been part of the Strichen Community Park Company (Company No. SC163826, Charity No. SC024518).

To facilitate this project STHT are partnered with the Friends of the Anderson Rooms Group, representing many library users within Strichen.

It is envisaged that some members of FAR will be invited to become Trustees of STHT, and in due course the business name will be amended to reflect its broadened remit.

Day to day management of the Library would be controlled by a sub-group of STHT.

Legal Entity

Strichen Town House Trust SCIO CS004318

Charity No. SC049749

Registered office:

Strichen Town House

26, Bridge St

Strichen

Fraserburgh

AB43 6SS

All members of the local community are eligible to become members of the SCIO. Prospective Trustees are nominated and appointed at the AGM which takes place each August.

Directors meet monthly, or more often when necessary, and lead both permanent and ad hoc working groups where necessary.

Strichen Town House Project Team at 31/12/2024

This Project is managed by the Trustees of The Strichen Town House Trust SCIO:

Name	Role	Skills/Experience
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED] [REDACTED] [REDACTED]
[REDACTED]	[REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED]	[REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
[REDACTED]	[REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED]

		[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

Professional advisers

Accountants

[REDACTED]

Bankers

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Solicitors

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The Anderson and Woodman Library, Strichen:

Ownership, Condition and Prospects

Ownership and occupancy:

Aberdeenshire Council currently have held the Title for the Anderson and Woodman Library at 59a, Water Street, Strichen since about 1970.

Strichen Town House Trust SCIO have submitted an Expression of Interest for the Asset Transfer of the Anderson and Woodman Library at 59a Water Street, to the Buchan Area Asset Transfer Group of Aberdeenshire Council. This EOI has been considered and the recommendation that decisions will be determined, following the formal submission and validation of a full application and business plan.

STHT/FAR propose to lease the Anderson and Woodman Library, 59a, Water Street, from the 5th May 2025, following its closure by the Aberdeenshire Council Library Service, to ensure the delivery of the Library Service to the Strichen Community can continue un-interrupted until the Asset Transfer goes through, thereby removing the need to remove all stocks and archive items to a storage site.

Building Condition:

The Anderson and Woodman Library is a B -Listed property within the Strichen Conservation area, see **Appendix 1** and **Appendix 2**.

The general condition of the Anderson and Woodman Library at 59a, Water Street, appears to be reasonably sound, wind and water tight, with heating provided by electric storage heaters, with secondary glazing fitted to almost all the windows.

There is a significant access issue to the building. The Upper Floor and toilet facilities are not fully accessible. This issue will need addressing at the earliest.

The condition of the roof has been assessed as “sound” by a local professional slater.

The internal decoration is good.

The amount of insulation within the roof and walls is unknown, but probably absent.

Prospects:

Following constructive discussion with the Aberdeenshire Listed Buildings Officer, it is hoped that the Access issues can be addressed. This could involve the installation of a lift access within the stairwell in the centre of the building. Demolition of the existing toilet block to the rear of the building and replacement with a new access from the Library Gardens Lane, storage space, kitchenette and 2 toilets, 1 disabled, with entry to the original Library through an existing window, has been deemed acceptable to the Aberdeenshire Council Listed Buildings Officer. Plans have been drawn up to reflecting these improvements, including fitting of Solar Panels to help meet energy costs, see **Appendix 3**. Grants will be sought, following Title transfer and Planning Approval.

It is anticipated that where enhancements to the Library Service and Archive displays are required the Anderson and Woodman Library Trust would provide some financial assistance, following the Asset Transfer of the Anderson and Woodman Library building.

5 Project Proposals

STHT/incorporating FAR propose to submit and complete an Asset Transfer Application for the Anderson and Woodman Library to Aberdeenshire Council.

STHT/incorporating FAR propose to develop the Anderson and Woodman Library Building, at 59a Water Street, into a flexible library and meeting space on the lower floor providing 6 hours of Aberdeenshire Council Library Service time to the Community, with the opening hours of the building significantly extended with trained volunteers.

The Upper Floor will continue to provide the Reading Rooms and provide access to resources supporting the local history of Strichen and its people, from its foundation in 1764 to the current day, providing a learning venue and a hub for village activities.

Through the trained volunteers, we will provide and extend library facilities in Strichen, as well as identifying the artefacts to be displayed, through the direction of FAR, to determine changing displays of agreed objects and archives in a beautiful and characterful space.

Both the ground floor flexible library and open space and Upper Floor Reading Rooms will provide meeting rooms for groups associated with Strichen. The Upper Floor Archive Library will make a first-class venue for meetings/events of up to 20 people.

A standard letting fee of £20/hour will be charged initially, a rate comparable to other venues in the village.

It is anticipated that there will be fluidity across the Town House and Anderson and Woodman Library Building providing flexibility for groups to meet at either location to accommodate local demand and the anticipated developments within the Town House, once its extension is completed.

The Group believes that the submission of a planning application, following the Asset Transfer process will be put in hand, to provide full access to the building, and provision of new toilets, kitchenette, store, together with installation of insulation and a Solar Array with battery back-up to an improved heating system and re-configured room layout. These improvements will offer the optimum combination of physical access to the building, and the aesthetic acceptability in the context of enabling this Category B listed building to be fit for purpose in the 21st Century.

Following an initial meeting with Shaun Norman, Aberdeenshire Council's Listing Officer, our initial thoughts of how this might be achieved are detailed at **Appendix 3**.

Proposed Involvement of the Library and The Anderson & Woodman Library Trust Scheme 1979 into the Project:

The Anderson and Woodman Library Trust was settled for the benefit of the people of Strichen and District, over a century ago, with its original base of operation being the Town House. **See Appendix 4** attached.

The Statutory Instrument 1979 No 1277 (S107), see **Appendix 5**, clarified how this endowment should be managed with "The Anderson and Woodman Trust Scheme 1979", having succeeded the previous Anderson and Woodman Trust Scheme 1970a. At this point the heritable property was transferred to the District Council, which was able to then transfer by sale, or lease of part or all of the property, with the sum realized being added to the capital of the Trust.

At the financial year end of 31st March 2024, the Balance Sheet of the Anderson and Woodman Library Trust (Charity no: SC000850), **Appendix 6**, shows Unrestricted income funds of **£99,669**. Councillors of Aberdeenshire Council on the Aberdeenshire Communities Committee are the nominated Trustees.

The Statutory Instrument 1979 No. 1277 (S107), **Appendix 5**, defines the Anderson and Woodman Library role at Paragraph 9 of the SI, as:

- 1) The District Council shall provide, maintain and administer in the premises vested in them by virtue of this scheme or in such premises as they may acquire, a library and a reading room which shall be known as the Anderson and Woodman Library, for intellectual, moral and spiritual advancement of persons belonging to the town and neighbourhood of Strichen.*
- 2) It shall be in the power of the District Council to expend such proportion of the capital of the Trust as they think fit on improvement of the premises of the Library, and to make such regulations and charges for use of the Library as they think fit.*
- 3) The present library and any additions made to that collection shall continue to be housed in the existing Library buildings as long as they are suitable for the provision of a satisfactory library service in Strichen and the surrounding area.*
- 4) The commemorative Plaque above the entrance of the Library bearing the names of the late Thomas Woodman and the late Andrew Anderson shall be retained there or on any other building that may at some future time house the Library.*
- 5) The pictures, minute books, records etc. pertaining to the Trust shall be retained in the Library.*

It is therefore clear from the Statutory Instrument 1979 No. 1277 (S.107) that Aberdeenshire Council shall provide a “library service” to the Strichen Area, but not necessarily from the existing Library building, at 59, Water Street, and that the assets (**£99,669 at 31.03.24 see Appendix 6**) of the Anderson and Woodman Library Trust must be used for providing this service, which can include the improvement of the premises required to run the service.

The Strichen Town House Trust will seek support from the Trustees (Aberdeenshire Council Communities Committee) to sanction the release of funds, from the Anderson and Woodman Library Trust, towards some of the costs of improving accessibility requirements, providing improved library facilities, and Archive storage and presentation, within the Anderson and Woodman Library at 59a, Water Street.

Opening Hours

Aberdeenshire Library Services have confirmed they will maintain the 6 hours/week of professional time for delivering the Library Service to the Strichen Community. This would be delivered from the Anderson and Woodman Library at 59a, Water Street, Strichen, beyond 31st March 2025, with the Community taking over responsibility for the building, by agreeing a Licence to Occupy the building with Aberdeenshire Council.

Current opening hours: Monday 10.00-12.00am Friday 10.00-12.00am Saturday 10.00-12.00am

Once Volunteers have received the relevant training, we aspire to open the Library 25 hours/wk as follows:

Week Days 10.00-12.00am and 3.00-5.00pm

Saturdays 10.00-12.00am

Late Night opening Wednesdays 5.00-8.00pm

Room hires will be available by arrangement with the key holder.

6 Market Analysis Summary

The primary market for library services is within Strichen and its surrounding countryside. In considering the population it is important to recognize the demographic and challenges faced by those living in our community and to inform the STHT cognisance has been taken of the Scottish Index of Multiple Deprivation (SIMD). In recognising this provides a relative measure of deprivation across 6,976 small areas in Scotland (called data zones) the information relating to Strichen is relevant in developing our case for an Asset Transfer.

Noting that if an area is identified as 'deprived', this can relate to people having a low income, and it can also mean fewer resources or opportunities. As the SIMD looks at the extent to which an area is deprived across seven domains: income, employment, education, health, access to services, crime, and housing it is important to note where Strichen falls within the ranking, where all of Scotland's data zones from most to least deprived, it is possible to see what proportion of the population in Aberdeenshire live in the 20% most deprived areas of the country (SIMD 1), as well as the other quintiles to the 20% least deprived (SIMD 5).

Whilst Aberdeenshire contains 340 data zones, representing 4.9% of the 6,976 data zones in Scotland, with populations ranging from 392 to 1,988 residents per data zone (mean 770), based on the SIMD 2020v2 use of 2017 mid-year population estimates it highlights nine of Aberdeenshire's data zones rank within the 20% most deprived in Scotland, being just 0.6% of the national share, and all of these are located in Fraserburgh or Peterhead.

Whilst this methodology identifies around 1 in 34 people (2.96%) in Aberdeenshire live in an area belonging to the most deprived quintile in Scotland (SIMD 1), the SIMD data for Deer and Mormond identifies Strichen as being in the 5th decile area of multiple deprivation, and with its main towns of Fraserburgh and Peterhead ranking in the 20% of most deprived areas of Scotland this has an impact to this community.

The data for Deer and Mormond states a population of 1009, where 616 were of working age, 129 income deprived and 50 deprived of employment. The specific rankings underpinning this figure where 1 is most deprived and 10 least the following are noted for Strichen:

Income 4th	Housing 7th
Employment 5th	Geographical Access 7th
Health 6th	Crime 7th
Education & Skills 3rd	

Whilst geographical access ranked 7th in 2024 the Tackling Poverty and Inequalities report into the Rural Challenges of Aberdeenshire Transport identified the complexities for people on low incomes living in rural areas. People in rural areas drive more frequently than those in urban areas.

The issue of 'forced' car ownership has been identified in both rural and urban but is particularly pronounced in rural areas where lack of public transport means that people can be forced into running a car even if it puts real pressures on their budget"

“People should be able to change transport easily and affordably on their journeys (e.g. changing between buses or changing between different types of transport). Particular attention should be paid to connectivity in rural areas and to the needs of disabled people when changing transport.”

“Rights-based - evidence shows that people on low incomes are significantly more dependent on public transport to enable them to exercise their rights. For people in rural areas – in particular disabled people – these transport barriers to accessing human rights are even more pronounced. As well as determining access to employment and education opportunities, the lack of suitable transport has a detrimental effect on people’s ability to achieve the highest standard of physical and mental health. Difficulties in accessing health services was one of the issues that came up most frequently. A survey of disabled people looking at transport in rural areas found that hospitals were the most difficult services to access from a rural area”.

As presented, in its report Aberdeenshire’s Joint Strategic Needs Assessment, Aberdeenshire Health and Social Care Partnership reported that people in Aberdeenshire are older, not living as long and are living a greater proportion of their lives in ill-health compared to previous years. These trends are not unique to Aberdeenshire and are mirrored at a national level.

People’s needs are becoming increasingly complex due to multiple conditions and there has been an increase in the burden of poor mental health.

Aberdeenshire generally performs better than the Scottish average across a range of indicators, however, data at this level masks the stark inequalities gradient that is seen across risk factors, health outcomes, health service usage and ultimately life expectancy. People’s health needs cannot be considered in isolation of the context within which they live - the foundations for health.

There has been a reduction in wealth and an increase in people living in poverty, exacerbated by the cost-of-living crisis. Poverty can manifest in a range of ways and impact on people’s ability to access services and provide nutritional meals for their family.

The specific issues, for Aberdeenshire, relating to its geography and in particular the impact of rurality are an important lens through which the needs assessment should be considered, whereby there are recognised implications for health and social care, including access to services, recruitment and retention of staff and health outcomes.

These are important considerations in demonstrating the need for ongoing access to Library Services and enhanced community support through a variety of local support groups and local interest activities. This will contribute to meeting a community need enhancing opportunities to improve health and wellbeing, tackling isolation, reducing loneliness and improved signposting to services.

Primary Catchment

Strichen lies between the larger settlements of Mintlaw and Fraserburgh, with the Planned Village’s original form and function being overtaken over the last two centuries by improved transport facilities with initially the Fraserburgh to Aberdeen Railway and subsequently road improvements, seeing the loss of the cattle market, and local manufacturing industry to larger centres. However, the main roads and landscape setting remains, generally, intact, and has strengthened its role as a service centre, retaining essential shops and services, the large Ritchie Community Hall, football ground and thriving primary, Nursery and Play Schools, to say nothing of a variety of community groups and activities.

Strichen’s other principal strength is as a centre for living culture. There is strong interest in the Doric tongue in the Buchan Area and the village’s Ritchie Hall is the focus for the long-running annual Doric

Festival. There is in addition the Buchan Heritage Society, which is the custodian of a large photographic collection, and a number of other archive resources held by the library.

The village population in the 2022 Census was 964¹. Strichen's age profile does not depart significantly from the Scottish average and its health and well-being profile² is rather better, having lower incidences of teenage pregnancy, smoking-attributable deaths, lone parent households, income support claimants or economically inactive households. Around one-third of the working population works at home or within 3 miles of the village. Around a quarter is in a skilled trades occupation – nearly double the Scottish average, and a relatively high percentage (12.4%) are in manufacturing.³ Educational attainment is below the Scottish average – 35% of people over 16 years have no educational qualifications.

Around 20% of Strichen households are without a car.

There is a Sheltered Housing Development of 16 units, and a Cornerstone Housing Association Unit providing for 6 to 8 people with disabilities. Strichen, along with other central Buchan villages has been zoned for additional housing in the next few years.

Secondary Catchment

This area represents a geographical area that extends about 10 miles, or 15 minutes' drive, from Strichen – the distance one might travel for a special interest or facility at least once a week. This includes the settlement of Fraserburgh to the North (pop. c. 12,750). The Buchan area has a total population of over 42,000⁴. Improvements in road access, particularly the opening of the Aberdeen Bypass and dualling of the A90 between Balmedie and Ellon in 2019, has brought the village closer to Aberdeen (40 minutes car travel time) and has opened the area further to the Aberdeen commuter catchment and a trigger for a further rise in population. Peterhead, though slightly outside this catchment area, has a population of around 19,000 and is only a 20 minutes' drive from Strichen, but provides more facilities than Fraserburgh, particularly since various banks have consolidated their presence in the area.

The area's age profile⁵ does not depart significantly from the Scottish average and its health and wellbeing profile⁶ is around the Scottish average, lower incidences of teenage pregnancy, smoking-attributable deaths, lone parent households, income support claimants or economically inactive households in the rural hinterland, being balanced by small areas of higher deprivation in Fraserburgh.

The population of Grampian as a whole is changing through to 2031:

- The population of children aged 0-14 years is expected to decrease by 12% from 2006 estimate.
- The population aged between 15-64 years is expected to decrease by 5% from 2006 estimates.
- The population of those aged 65 years and over will increase by 51% from 2006 levels⁷.

¹ 2022 census figures

² Banff and Buchan Health and Well Being Profile, NHS Scotland 2012

³ 2022 census figures

⁴ 2022 census figures

⁵ 2022 census figures

⁶ Banff and Buchan Health and Well Being Profile, NHS Scotland 2012

⁷ Traffic Lights for Aberdeenshire Multi-member Ward -Central Buchan (0204) NHS Grampian 2009

- The area to the North of Strichen is relatively self-contained economically compared to the rest of Aberdeenshire with few leaving the area to work. The foundation of the local economy has traditionally been fishing and agriculture, but in the last 30 years the economic base has broadened, with Peterhead serving as an important oil and gas service centre, and the development of the St Fergus gas terminal. A relatively high proportion of the working population is self-employed. While there are significant flows from the south of the area to Aberdeen City (19%), both Fraserburgh and Peterhead remain key employment centres.

Since 2014 employment within the Oil and Gas industries has seen many redundancies, but the number of unemployed remains as a low percentage of the total work force.

The dualling of the A90 to Aberdeen, and building of the Aberdeen Bypass in 2019, have opened more opportunities for employment for the work force, and the viability of all industries.

The Transition from the Fossil Fuel Economy to the Renewable Energy Economy, based in the St Fergus to Boddam Area, with the Acorn Project pilot plans for Carbon Capture and the development of a new Hydrogen fired power station, with associated massive development of infrastructure including the generation of Hydrogen fuel and the electricity distribution network to link the Renewable Energy generators to the National Grid, are major projects within the UK.

The leasing of several areas of the sea bed from the Crown Estate for offshore turbines has created the need to connect these developments to the SSEN grid with cable routes crossing the Buchan area.

These developments will have a potential impact on employment and the local economy across North East Scotland, over the next decade the extent of local and sustained employment opportunities is unclear at this time.

7 Community Research

In order to determine current community priorities and expectations of the Anderson and Woodman Library, a survey, distributed to households in Strichen and the surrounding area between December 2024 and January 2025, with the support and guidance of the Buchan Development Partnership. See **Appendix 7** attached.

A total of 137 questionnaires were completed and returned. This represented a 14% return of the Strichen and Area residents. With multiple occupancy households it is estimated this level of return represents the views of approximately 300 people, within the primary catchment⁸, falling roughly into line with the population profile for the area outlined in the previous chapter.

The responses to the questions asked can be summarized as follows:

- 1) Of 137 respondent households, 1 stated that Strichen should not retain a library service, with the vast majority, 136, stating that the service should be retained in Strichen.
- 2) Of the 137 respondents, 132 would be supportive of a Community Trust running the Library Building and associated services.
- 3) When asked what respondents felt their household would like to see provided by a Community Library a list of 47 different facilities were suggested, with the most favoured being: a meeting place for groups and clubs; a place to learn to use technology; books and audio book loans; children's corner/activities; current library service; a warm space; historical information/heritage centre; book club; book bug; school links. Many further suggestions were also supported.
- 4) When asked what additional ways might the library building be used to serve and enhance the community, 47 different options were considered with the most popular being: group meetings for crafts, family history, children's reading & conversation; meeting rooms; heritage centre/history; warm space; café; computer/IT/WiFi access; support group sessions.
- 5) When asked how the facility might generate an income to ensure financial stability the following suggestions were made: traditional village based fundraising events; grant funding; room hire; community donations, community café; utilize top floor for an income stream.
- 6) When asked how best to keep informed of the progress of the proposed Project the overwhelming response was through Social Media and email, with a lower proportion accepting newsletters, fliers and leaflets and Notice boards.
- 7) The final question sought any other comments and elicited 57 response, all basically supportive of the project, and extension of the opening hours of the service to meet the perceived needs of villagers.

The survey concluded that the 137 respondents, all provided useful information as to how they see the future of the library service and building. The survey highlighted the community need for a library service and the desire for a Community Trust to deliver the library service. The suggestions on future use of the building provide a useful insight into how the community would like to see the service.

These suggestions will be carried forward by Strichen Townhouse Trust SCIO together with FAR, where FAR will be responsible for the ongoing management of the services housed and activities delivered from within the Anderson and Woodman Library Building.

⁸ A reasonable rate of return for a rural area and village such as Strichen.

8 Market Trends

Within a radius defined by a 45-minute drive from Strichen, there are numerous groups and individuals with interest in the history, heritage and family relationships in the North East of Scotland, together with many expatriates seeking their roots.

These groups can be classed as:

Staycations: The popularity of Scotland as a “destination” increased enormously, as a result of the Covid pandemic, together with the pressures on family costs of living, has increased significantly and has created opportunities for providing visitors with cost effective attractions at “home”. This change in holiday taking is looking to continue for several years with the impact of inflation and global security issues, and increased leisure time provides for more shorter, cost-effective breaks.

Traditional Skills – there is a significant interest in the North East of Scotland in the traditional skills of the area, including farm workers, horse men, stock men, stone masons and joiners, and the many other rural skills that have evolved over the last 250 years. The archives of the area provide a rich resource for people to investigate their family and their Area’s history, and how these traditional skills waxed and waned over the generations.

Heritage Tourism -The importance of and rise in tourism centred round industrial heritage, coupled with the concept of homecoming and genealogy is well documented.

This is evidenced in strong annual numbers visiting Aden Country Park⁹. The Museum of Scottish Lighthouses, the extensive (and volunteer run) Fraserburgh Heritage Centre, the Salmon Bothy, Portsoy and the Genealogy Centre in Peterhead

Arts and Culture – there is a growing number of Festivals rooted in art, craft and culture:

- The well-established annual Doric Festival in Strichen – May (30 years old)
- The ‘Coast’ Arts Festival in Banff & Macduff, now the ‘Coastal Fringe’ – May (18 years old)
- The Scottish Traditional Boat Festival in Portsoy - June/July (30 years old)
- ‘The Haal’ Folk festival in Portsoy – May (12 years old)
- North East Open Studios Programme – involving more than 300 artists and craftspeople opening up, showing and selling from exhibitions and workshops all over the north east for nine days each September (20 years old)
- Friends of Aden Music Festival
- Strichen Burns Club

⁹ Aden Country Park Development Plan, Aberdeenshire Council March 2013

9 Market Segments

Visitors

Visitors to the Anderson and Woodman Library will fall into a number of general groups:

- Library Services
- Local Adult visitors
- Local Families and children
- Visiting Adults
- Groups, Enthusiasts and Researchers

Library Services

The proposed Community Asset Transfer of the Anderson and Woodman Library would provide a focus for all groups of visitors.

With trained volunteers enabling extended, regular, opening hours of business, the facility will be far more available for customers to visit at times that suits them, their working day, or their school hours.

The holding of “Library” based events, and the opportunities for the use of the Strichen historical archives, will be able to take place within far more flexible time frames, and therefore meet the customers’ requirements.

Local Adult visitors:

This category comprises those from the immediate area of Strichen and surrounding countryside.

Our consultations indicate that many users know quite a lot about the area’s history. Even when their knowledge may be sketchy, local people show pride in the genealogy of local families and local heritage and are keen to learn more.

The December-January 2024-25 consultation showed that a significant proportion of respondents are generally content with the idea of a multi-use building, providing not just library services.

The use of the Ground Floor to continue with its Meeting Space and Library delivery base was strongly supported. The opportunity to use trained volunteers will enable the building to be open at times to suit potential users and meet the nascent demand.

The use of the Upper Floor to continue as a heritage archive and display area, and provide meeting rooms for wider village groups and for library centred events.

With the improvements at the Town House approaching completion, a synergy between the two buildings would provide opportunities for Heritage based events to be coordinated to maximise the opportunities of holding “heritage themed” events within the village.

Families and Children

Parents are generally driven to encourage their children to develop their skills to meet the challenges of life, beyond what they are offered in the school class room.

With the extension of hours of opening with trained volunteers, arrangements would be made with the Primary School and potentially the Nursery and Play Schools to include library sessions as part of the school curriculum, as previously supported by the Library Service.

The opportunity to develop young reader groups/book bugs/story telling/reading for the younger generation together with involving the children's parents, outwith school hours.

With extended opening hours there will be the opportunity for carers of children to have a warm place to take children of all ages, in all weathers, to meet up with friends of all generations.

The potential opportunities will be taken to engage family audiences through a variety of static, interactive, digital and person-to person media, directed to children of various age groups.

Visiting Adults:

Buchan has for centuries seen many of its children and families move away to distant places, within the UK and across the World, for their work and to develop their careers.

Sons, daughters and their descendants are spread across the World, but the home land of Buchan and Aberdeenshire still remains a magnet for them to visit.

The availability of having the central archive and displays of Strichen, the history of the place and its people provide a significant opportunity to attract visitors to the area to "catch up" with their origins.

For many visitors to the area, the importance of family ties and links to the past will be a major reason to stop and explore in the village.

Good, flexible and adaptable interpretive media should add greatly to visitor experience and should prompt them to return.

Groups, Enthusiasts and Researchers

There are various Heritage groups in Aberdeenshire with specialist interests in the people archaeology and history of the area.

The local archives currently held by the Anderson and Woodman Library Trust are a major source of information that should be readily available to individuals and groups furthering their research into the back story of Strichen and the wider Buchan Area.

The architecture of the planned village, the agricultural history of the area as a whole and the intangible aspects of the story. Access to supportive information will be of interest in providing another 'layer' that will add to what individuals already know and pique their interest to discover more.

The digitised archives of folk material of all kinds will fulfil the needs of many visitors with an enthusiasm, or strong foreknowledge, of the story of Strichen and the wider history of the area.

There are numerous well-known alumni of Strichen and others closely connected historically, including Lorna Moon, Alex Salmond, the Fraser Clan, the Sleights and the Baird Clan connections.

Increasing the opening hours of the facility will enable the potential user easy access, that will be more likely to fit within busy diaries.

Venue Hire

The Upstairs Reading Rooms provide access to archive resources, with its 4.6m high ornate plaster ceiling, it provides a meeting room appropriate for up to 20 participants, which would be most suitable for various village groups, private functions such as small weddings and ceremonies. Control of the building by the Community will allow this room to be let out "out of hours" and provide a reasonable income to support the costs of maintaining the building. as a space and should be marketed as a venue.

The downstairs Library and open space will be able to host groups of all ages for, with children being the main target for such formal and informal meetings.

Target Market Segment Strategy

The principal market target will be Library Service and Adults and families living in and around Strichen.

The Visiting adults, groups, enthusiasts and researchers will be targeted through Visit Scotland and specialist family research and heritage groups.

Fliers for distribution across the North East Tourist Information Centres, hotels and visitor destinations will be produced and updated when required.

The Library Group will establish a web site/Face Book page designed with search systems to provide World-wide easy access.

The local Community will be targeted through the digital and social media including Face Book pages, together with initial leafletting and clear posters sited through the village and surrounding settlements.

Community Heritage Resource

The 2014 feasibility study for the Strichen Town House established that the concept of a community or social enterprise heritage attraction is well-established and accepted one in the UK and various models work particularly well within rural North East Scotland.

The location of Strichen in the centre of the Buchan plain is a geographical advantage. The opening of the Aberdeen Peripheral Road in 2019 has made a vast improvement for the connectivity of the North East Scotland.

Strichen is a classical 18th Century designed village, well documented and retained in the Anderson and Woodman Library Trust archives. It is essential that this archive is available for continuing public access. With the Community taking over responsibility of the Anderson and Woodman Library, together with re-opening the repaired and re-instated Strichen Town House, the opportunity to provide this Heritage Resource to the general public, is not to be lost.

The distinctive attractive setting of Strichen will become a destination in its own right, rather than being dependent on passing trade.

Historic buildings can deliver concrete social/community benefits, and in order to justify their existence, operate without subsidy; however, they are unlikely to generate significant profit.

Integral to our plans are the involvement of volunteers as auxiliary archive/library staff. Volunteering is fun, and helps build community awareness, engagement and support for the facility. Strichen has a track record of involving volunteers on the maintenance and improvement of the Community Park, the Ritchie Hall and other Village assets, this heritage resource would encourage people with different skills to get involved.

10 SWOT Analysis

Strengths

Strichen Town House Trust (STHT) in partnership with The Friends of the Anderson Rooms has a valuable stock of strengths that will help it succeed. These include: the Trustees and FAR members are a well-known, trusted group of individuals. They have a good age profile and wealth of experience, with support from the community.

A group of Volunteers have formed ready to step forward, following training, to enable extended opening hours of the Library, providing knowledgeable and friendly input, over and above the Aberdeenshire Council employees. They understand and appreciate the uniqueness of the Anderson and Woodman Library Trust and a clear understanding of the market need for Strichen.

The Anderson and Woodman Library Trust has provided a library service, through Aberdeenshire Council, for over a century, with a significant number of the Strichen Community willing to support its retention, as shown by the Village consultation in December/January 2024/25.

The retention of the Library in the village would ensure the basic principles established, more than a century ago, will be retained for the benefit of the Strichen and surrounding community.

The Aberdeenshire Council Library Service have promised to be able to provide supported computer access for all.

The Group will capitalise on emerging opportunities which include, but are not limited to: the provision of Library Services to Strichen and the surrounding area; the large number of current visitors who are interested in local culture and history; the growing numbers of visitors who may require services; the potential social bonds formed by involving/engaging new community members in providing a daytime drop-in space for others; fostering local culture and generating income for community projects.

The day to day running costs, basically electricity, insurance and maintenance, for the Anderson and Woodman Library building can be met from the rentals received for use of the buildings and some fund raising from within the Community.

Weaknesses

The day-to-day management of the Library will place extra demands of the time, energy and skills of the management group.

It will be a priority to recruit and train additional members to the management group, to ensure succession issues are addressed and volunteers can provide the necessary level of service the Strichen Community feel is necessary. Development of the FAR support group will help address this weakness.

The rapid development of digital technologies in the 21st Century, inevitably reduces the need for the paper-based knowledge, historically provided by Library Services.

The inflationary cost increases for day-to-day building costs will need to be addressed to ensure the economic viability of the Project.

The pool of available main customers is largely limited by the local limited population.

The position of the building on Water Street presents parking issues for users of the facility.

Opportunities

There is currently a strong footfall of visitors to the village with an estimated 100,000/annum user visits to the Community Park.

Since the Covid Pandemic, growing numbers of walkers, cyclists, day trippers and families are using the Strichen Park and the Formartine and Buchan Line Walkway, all potentially seeking visitor experiences in Strichen.

The extension of the opening hours of the Library will provide the opportunities for many families to make use of the Library after school, and the Playschool, Nursery and Primary School to be able to build the use of the Library into their regular curricular activities.

Strichen has managed to maintain 2 general shops, a Scottish prize-winning butcher, a health centre, pharmacy, veterinary surgeon, primary, nursery and playschools, library, one pub, two churches and an antiques shop. These operations all generate additional footfall, over and above that coming to the visit the Community Park and F & B Way.

The Library will be the major information hub for the village, and centre for heritage research based in Strichen and surrounding communities. This “hub” role will impact on all local businesses, safeguarding jobs and income for the local population.

Additional volunteer roles have the potential for social bonds to be created. These could involve/engage members of community who are currently available in the village. A study of other facilities in the North East has revealed that a supply of willing volunteers tends not to be a problem, the work is highly sociable and once the benefits are visible, attracts a stream of able helpers.

Provision of a ‘drop in’ space for local residents during the day which is totally accessible and child friendly.

Together with the shortly to be completed Town House Upper Hall room, there is considerable scope to develop and celebrate local culture, providing a focus for art, landscape, history and heritage, working with other local heritage centres at Fraserburgh, Mintlaw and Peterhead, together with local heritage groups such as the Buchan Field Club and the Buchan Heritage Society.

Provision of the Library Resource Centre and the heritage archive will provide unique appeal for visitors interested in the links between the historic planned village layout, the heritage of the area, its people and the Community Park within the local market. Working in conjunction with the Heritage Centres at Fraserburgh, Peterhead and the Aden Centre will provide a local circuit for heritage-focused visitors and those interested in culture, so the greater the number of complementary local attractions, the better.

There will be additional opportunities to generate income for community projects and developing the amenity further.

Following the recovery from the Pandemic, overseas tourists have returned, and with an ever-increasing interest in family roots in North America and Australasia the provision of easily accessible archives for these visitors will help ensure a steady flow of visitors.

Threats

It will be essential that exhibits and activities within the Anderson and Woodman Library and any notice boards are continually refreshed, to ensure they remain up to date and relevant.

Competition with other venues within the village, the Town House, the Ritchie Hall, the Legion, the pub, will potentially limit some income streams from room hire.

The current Economic uncertainties faced within the UK and particularly the North East of Scotland, will all have medium- and longer-term impacts on the finances of all residents and businesses in the area.

Staffing provision will rely largely on volunteers from the local Community. It will be essential that a pool of suitable individuals is recruited and trained. Grant aided support for capital projects will need to be raised before the necessary improvements to energy efficiency and access can be committed to.

SWOT Analysis Summary

Anderson and Woodman Library Project has a valuable stock of strengths that will help it succeed. These include: a good profile and support in community; access to knowledgeable and friendly volunteer staff; the uniqueness of the Anderson and Woodman Library and a clear understanding of the local market.

The main weakness of the Project is the limited population in the Buchan Area and the dependence on a team of volunteers for most management roles. Appointing a part time manager, if support funding could be accessed, to assist with coordinating the management of the Town House and Library could help to address these concerns.

There are potentially many opportunities for the Anderson and Woodman Library Project, some based upon the heritage of the area and the historic archive within the Anderson and Woodman Library Trust provide a major draw for many families from around the World, seeking their own personal family heritage.

The position of The Anderson and Woodman Library, in Water Street, presents potential parking issues for customers.

A refreshed library service will provide many opportunities for the local population and visitors, a central hub for the Community.

The major threats for the Project are the current economic uncertainties facing the area with the changing fortunes of the main economic drivers of the area, together with the dependence on a management team dependent of volunteers and limited income resources.

11 Capital Cost Projections and Funding Sources

At this stage of the proposed Asset Transfer process, proposals for work to be carried out can only be to address the most obvious shortcomings of the building.

STHT/FAR have met with Shaun Norman, Aberdeenshire Council's Listings Officer to discuss how the **B Category** Listing will impact on what work might be carried out on the Anderson and Woodman Library.

Building Condition:

The **Roof** appears to be in reasonable condition, but with the building having been constructed in the late 18th Century. Inspection by the leading local slating contractor, who worked on this roof in the 1990s, indicates that only remedial work on skews, chimneys and gutters may be required in the next few years.

The **internal condition** of the building is well decorated, with no obvious areas requiring major attention.

There is no indication of any **Insulation** to ceilings and roofs. With the Upper Rooms 4.6m high ceilings taking up half the roof area, and their decoration and plastering being in good order, improvement in insulation will need to be carried out from the accessible roof spaces.

The **windows** have in places been glazed with 3mm double glazed units where windows were replaced 50 years ago. Virtually all windows have secondary glazing from AC Yule, at least 25 years old. Any improvements for insulation could include more efficient double-glazed units replacing those in place. Those windows without double glazing would not be able to be improved. There is clear evidence of rotting cills and significant timber repairs, painting and reglazing being required. Conservation advice will be sourced to protect the integrity of the listed status with appropriately experienced trades sought to undertake sympathetic restoration and improvement works.

There is currently a small **Rear Extension**, built in the 1970s around the original back door to the building set at 800mm above ground level, it provides the emergency exit for the building, a single toilet and a small store room.

Access to the Upper Floor is currently by stairs. Clearly failing to meet current access rules.

Front Door Access off Water Street, has been designed for all doors to open onto each other, thereby making access for prams and mobility scooters very difficult.

Building Improvements Aspirations:

At this early stage, following the initial discussions with Shaun Norman the improvements to the building, a schedule of works undertaken in maintaining the building by Aberdeenshire Council will be helpful in determining the extent of works required, in addition to survey reports. It is anticipated that if grant aid is achieved improvements might include the need to:

- 1) Ensure roof is wind and water tight, by ensuring skews, ridge tiles, chimney pointing, gutters and down pipes are all sound and fit for purpose.
- 2) Install insulation in roof space, replace existing lights with LED equivalents.
- 3) Check over all windows, improve double glazing panels where appropriate, ensure secondary glazing is effective, repair woodwork, re-paint.

- 4) Replace existing outdated electric storage heaters, fit Wi-Fi management systems, alarm systems and fit CCTV.
- 5) Front Door access: make minor amendments to layout to enable disabled access.
- 6) Install internal lift within existing stairwell.
- 7) Take down existing extension on back of building and replace with single storey, ground level access through a ground floor window. Block off half landing doorway, fit 2 toilet cubicles, one disabled, a small kitchen area for coffee making facilities and a storage space. The creation of a new main access off The Library Gardens Lane. The existing current Water Street entrance door would be used as an emergency exit. **Appendix 3.**
- 8) Fit a solar array, with battery storage, to the extension, and if permissible fit a solar array to the main South West facing roof.
- 9) Request Aberdeenshire Council to repair the pavement at the existing entrance.

These and any other future options considered, will be subject to meeting the requirements of the Category B listed building status.

For budgeting purposes approximate costs have been allocated to each of the above improvements, with grant support sought to cover approximately 95% of the actual formal estimated costs.

Library Delivery Service and Archive Exhibition Area:

It is anticipated that Aberdeenshire Library Service together with the Friends of the Anderson Rooms will seek to carry out modernisation of the book delivery system together with the provision of other services such as photocopying, scanning, printing, etc.

We believe some of this expenditure should be met from the **Anderson and Woodman Library Trust** where consistent with its role defined at Paragraph 9 of The Statutory Instrument 1979 No. 1277 (S107), see Appendix 5. This would require authorisation by the existing Trustees of the Trust.

A direct WiFi link will be established between the Anderson and Woodman Library and the Strichen Town House, which adjoins the British Telecom hub for the village, which will enable virtually unlimited access to the modern digital communication systems.

Capital Works Funding:

Current Assumptions for the Project assume that the current estimates that the Asset Transfer process commencing in mid-2025 should be completed by Autumn 2026.

During this period the necessary Planning and Listing Approvals would be sought to be ready to apply for capital work grants to be applied for, once the Title has been transferred.

A summary of some of the main potential grant sources is included at **Appendix 8.**

Additional small grants would be sought in the meantime, where eligible whilst the building is leased from the Council, that will help to minimise running costs in the immediate term with electric heater replacement, insulation and LED lighting, to improve the Carbon Footprint.

Other grants to improve communications, IT Systems, promotion and marketing will be applied for, when appropriate.

12 Fundraising Strategy

Strichen Town House Trust SCIO is committed to balancing its operating budget and operating on a solid financial foundation.

These efforts are based on a mixture of revenue streams from staging events, fundraising, partnerships with local businesses and charitable gifting. The charitable status of STHT (Charity number SC049749) will be used for reclaiming tax against any monetary gifts donated by eligible tax payers through Gift Aid.

It is proposed to have major fund-raising efforts in June and September 2025 to seek support from Strichen Residents, local businesses and past residents with links to the village to establish an initial reserve of approximately £8,000.

Once the initial costs have been met the reliance on donation-based revenues will be reduced and revenues from the facility will be expected to support the main costs of electricity and insurances. The goal is to become self-sustaining, involving local people in the process of maintaining a profitable and competitive entrepreneurial facility that benefits our community.

Ongoing fund-raising events will be part of the ongoing management strategy, to finance the match funding of projects and to improve the 200-year-old B-listed Library building.

13 Staffing and Operational matters

The Anderson and Woodman Library will provide several interrelated components, which should be managed in a coherent and flexible way, so that costs are realistic, while ensuring quality management and service to customers. Use of the building will be actively promoting to potential user groups.

In year 1, the **staffing structure** would be:

- Core Library staffing to be funded and undertaken by Aberdeenshire Council, with the Library Service supported by the current “Click & Collect” system.
- All other activities – exhibition set-up and take down, additional staffing will be undertaken by a rota of trained volunteers.
- Supported by a cleaner/caretaker (ongoing)—initial annual salary of £1,200/annum.

Book Lending Systems: These will be supplied by Aberdeenshire Council to meet their system standards.

Room Hire: The Management committee will establish an On-Line booking system.

Monitoring: Monitoring the usage of the Anderson and Woodman Library will continue to be carried out to provide the necessary management information to support the various funding streams being sought.

Child Protection and Vulnerable Adults: The Management Committee will ensure that adults working with children and vulnerable adults, whilst using the Library premises, have the necessary qualifications and will nominate an individual to be the Coordinator for the Protection of Vulnerable Groups Safeguarding.

Access: Trained and trusted key holders will be responsible for ensuring the Library is opened and closed securely, with ongoing CCTV monitoring being installed.

14 Financial Forecasts

The Budget has been constructed using the information as supplied in:

Appendix 8: Revenue and Expenditure Targets

This details targets for income from: lettings, reaching up to 50% of target lets.

Library Service (6 hours/week @ £20/hour) + 2% inflation from Yr 3

Fund Raising events, exhibitions and donations

This details targets for Expenditure for: Cleaning

Heat and Power allowing for more efficient heaters and Solar Panels

Water Rates are assumed £0 for our charitable status

Insurance Costs: Public Liability with Buildings included post transfer

Professional Fees including Legals for Title transfer

Other costs for licences, PAC, fire safety, etc

Appendix 9: Potential Sources of Grant Support

This details the initial funding from our own fund raising and potential current sources that might be available to fund the various projects proposed.

Appendix 10: Proposed Projects

This details the potential Projects we believe may be needed to be carried out to achieve an effective Library Service and Exhibition/Heritage display area, hopefully supported by the Anderson and Woodman Library Trust in furtherance of their charitable role.

Other Capital projects supported with grants from alternative sources will provide an upgraded B Listed building, with good access, good insulation, an efficient heating system, energy efficient, and providing a renewable energy source from a solar array.

Appendix 11: Budget June 2025 to November 2030

The proposed budget from 1st June 2025 to 30th November 2030 provides a realistic forecast of how the Community owned facility would be able to provide an affordable service for the Community, with the assistance from Aberdeenshire Council Library Service, providing longer opening hours and the development of the irreplaceable existing Anderson and Woodman Library Trust Archive.

15 Indicators of Progress

Actions Completed:

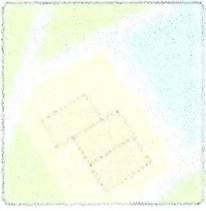
Assess Community view of future for Strichen Library.	Village Consultation completed
Prepare Business Plan and budget to justify Asset Transfer of Anderson and Woodman Library, 59a, Water Street to the Strichen Community.	Budgets and Business Plan completed, Stage 2 Asset Transfer application completed.
Agree a Licence to Occupy the Anderson & Woodman Library, 59a, Water Street	Agreed to take entry from 5 th May 2025.
Continue fundraising activity for further development	Fund raising events organising for June and September in place
Apply for funding to improve Library Service delivery.	Seeking Ab C guidance on use of Anderson & Woodman Library Trust funds.
Library Services handover processes	Meetings taken place between Ab C and FAR members to ensure appropriate training will be in place.
Commission Architectural Options Appraisal	Draft Plans for improvements prepared, Ab C Listing Officer consulted.

Short and Medium Term Actions:

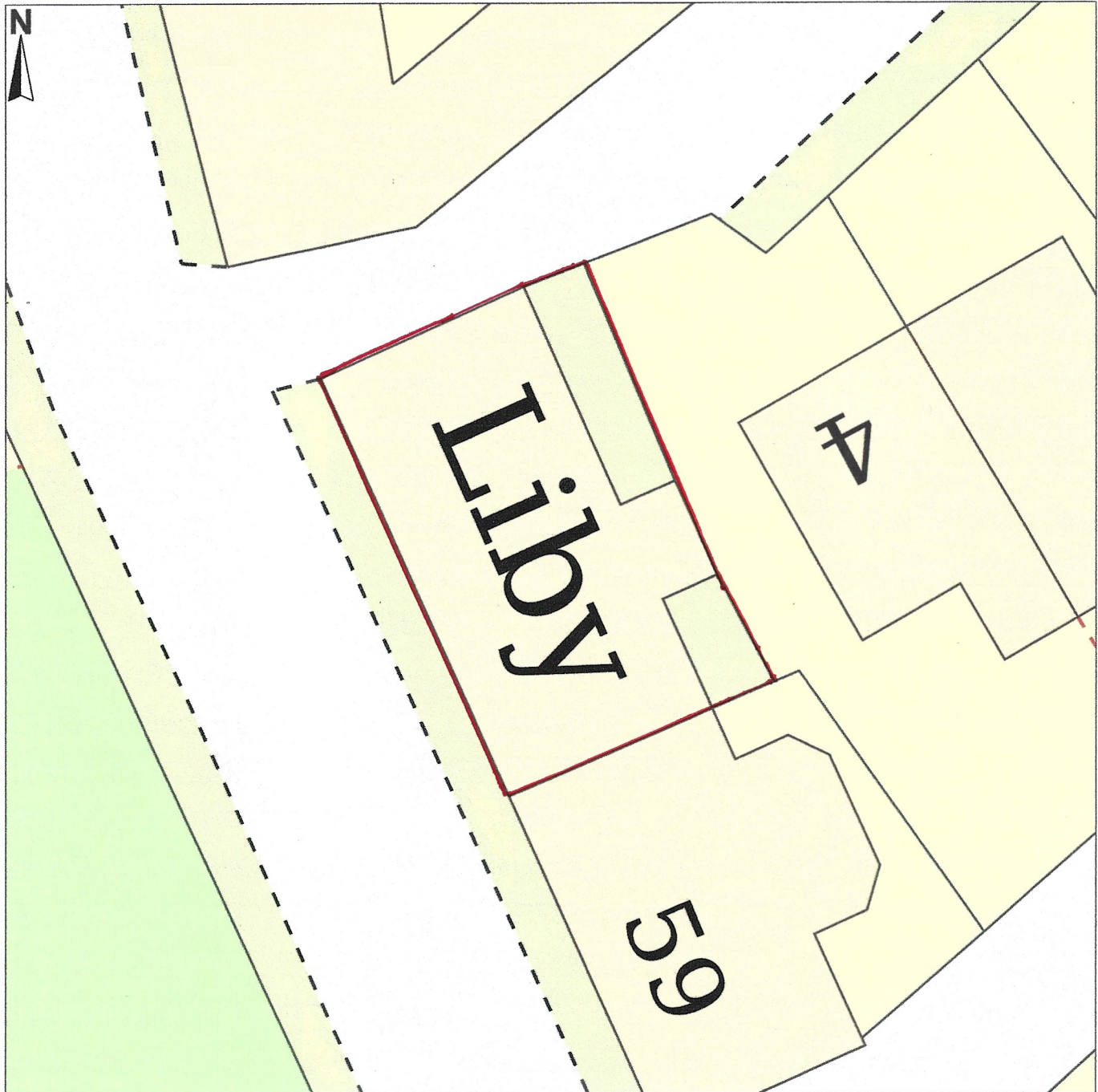
Asset Transfer application consideration by Aberdeenshire Council	Complete by Summer 2025
Complete transfer of Title	Complete in 2026
Discuss the funding of Library Service provision with Anderson & Woodman Library Trust support with Aberdeenshire Council Communities Committee	Achieve an appropriate policy with the Trustees of the Anderson and Woodman Library Trust.
Train Volunteers to provide additional opening hours	Extend opening hours and encourage full use of the Library facilities

Long term Actions:

Embark on phased programme of improvements in Autumn 2026, with completion in Summer 2028.	Subject to successful applications for grant funding of capital works.
Develop Heritage Exhibition displays together with use of Town House display area.	Promotion of the Heritage of Strichen Autumn 2027.
Employ a part time development manager to set up proactive management of the building.	Seek grant support for first 12 months from Autumn 2027.

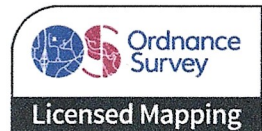


59A Water Street, Strichen, Fraserburgh, AB43 6ST

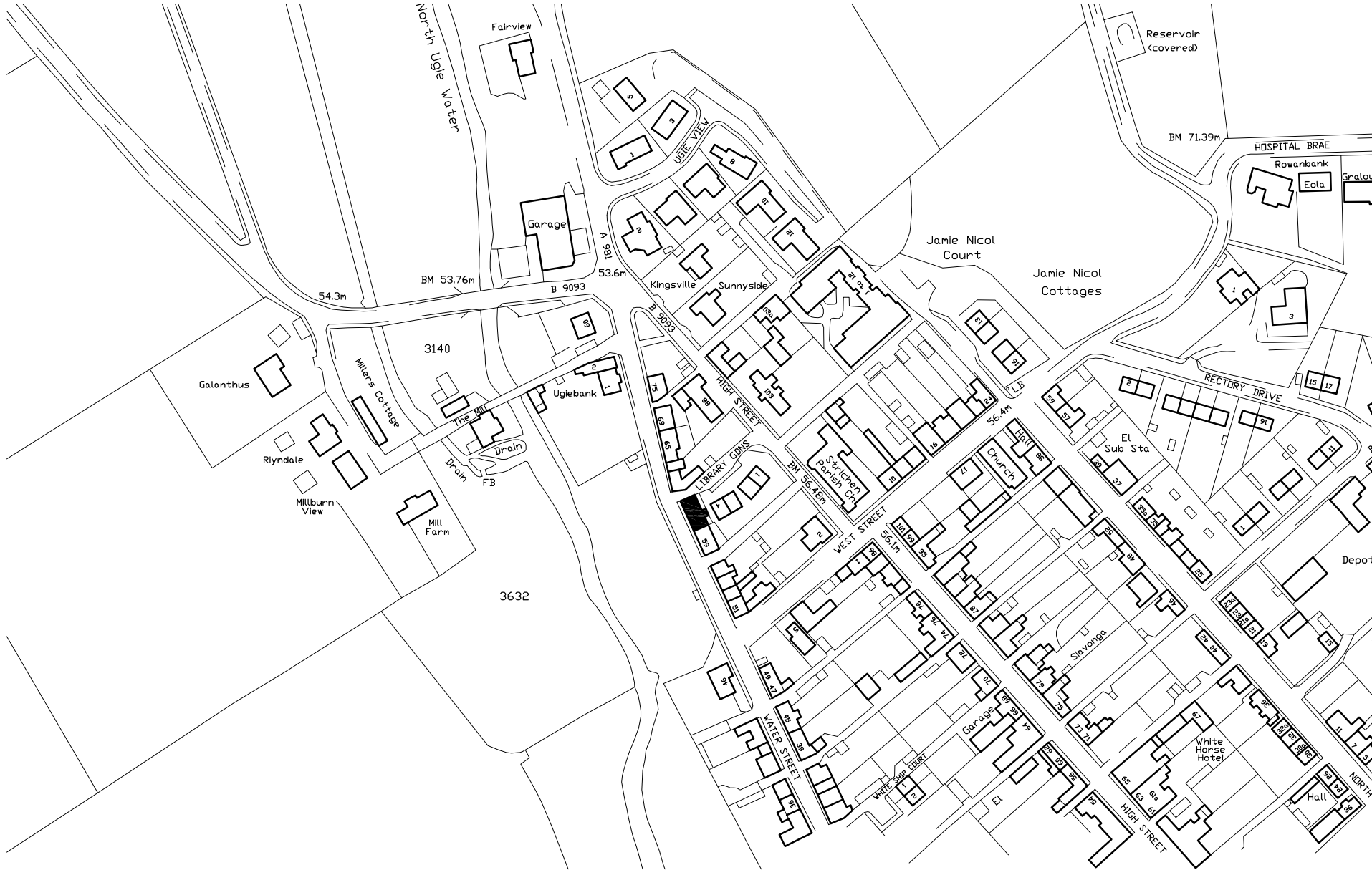


*— outline of
Anderson + Woodman
library, 59A, Water St.*

0m
Scale 1:200



THIS DRAWING IS FOR GENERAL REFERENCE PURPOSES ONLY. FOR PRECISE DETAILS OF BOUNDARIES AND TITLE RESTRICTIONS SEE TITLE DOCUMENTS.



Site Plan - Scale 1:2500 - sheet 1 of 1

REFERENCE DRAWING No.

PMS0014254rs 1

Date Surveyed

**STRICHEN LIBRARY
WATER STREET**

Date Drawn 16/06/04

Aberdeenshire

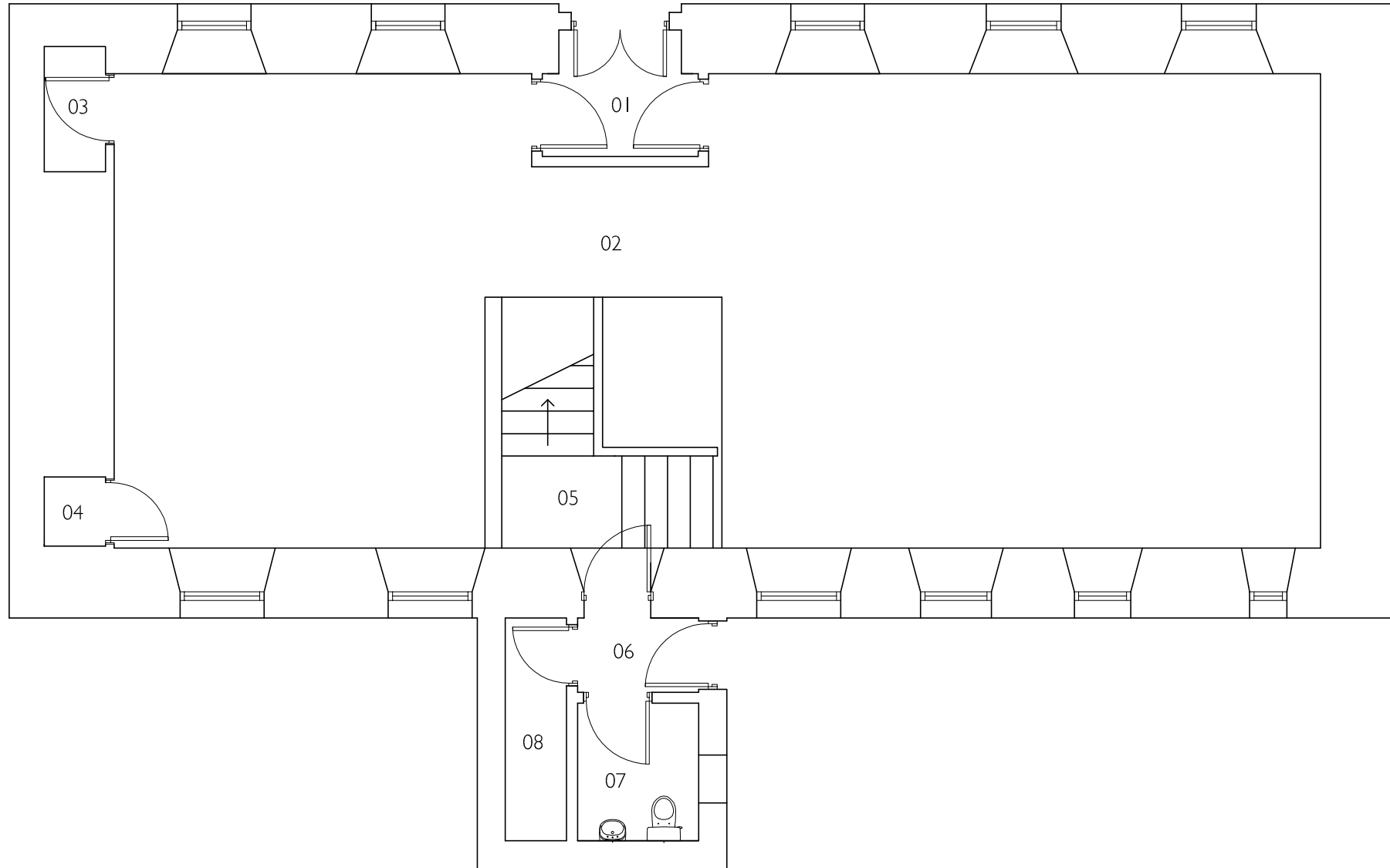
COUNCIL



Property

Woodhill House Westburn Road Aberdeen AB16 5GB Tel. (01467) 620981

Property is a part of the Transportation, Roads and Property Service.



Ground Floor : Main Building

Scale N.T.S. OS Ref NJ9444536 Date Drawn Sept 05 By GB

ASSET REGISTER DRAWING 1 of 3

PMS0014254rf Strichen Library Dept E&R
59a Water Street, Strichen, AB43 4ST

Aberdeenshire

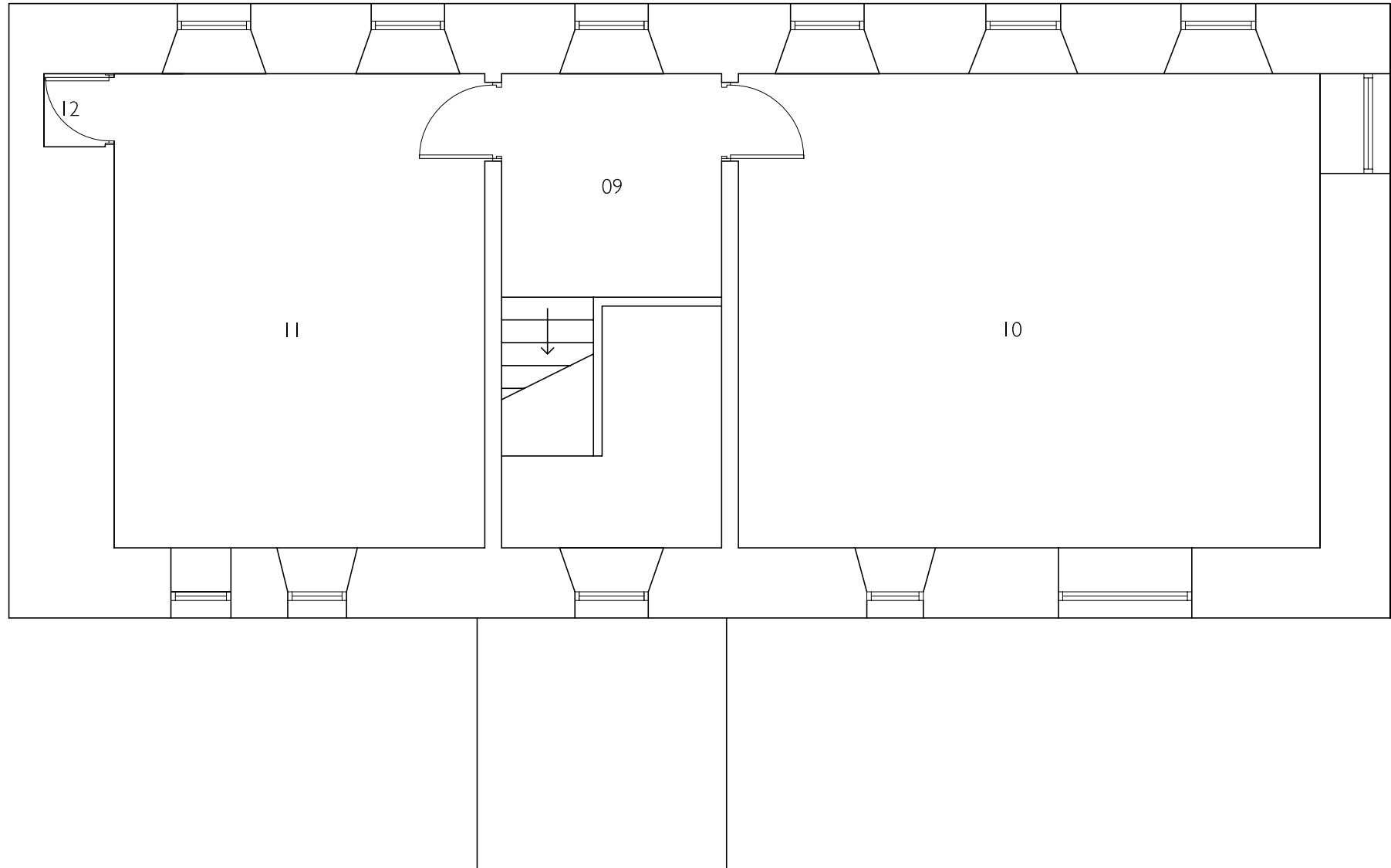


COUNCIL

Property

Woodhill House Westburn Road Aberdeen AB16 5GB Tel. (01467) 620981

Property is a part of the Transportation and Infrastructure Service.



First Floor : Main Building

Scale N.T.S. OS Ref NJ94445536 Date Drawn Sept 05 By GB

ASSET REGISTER DRAWING 2 of 3

PMS0014254rf Strichen Library Dept E&R
59a Water Street, Strichen, AB434ST

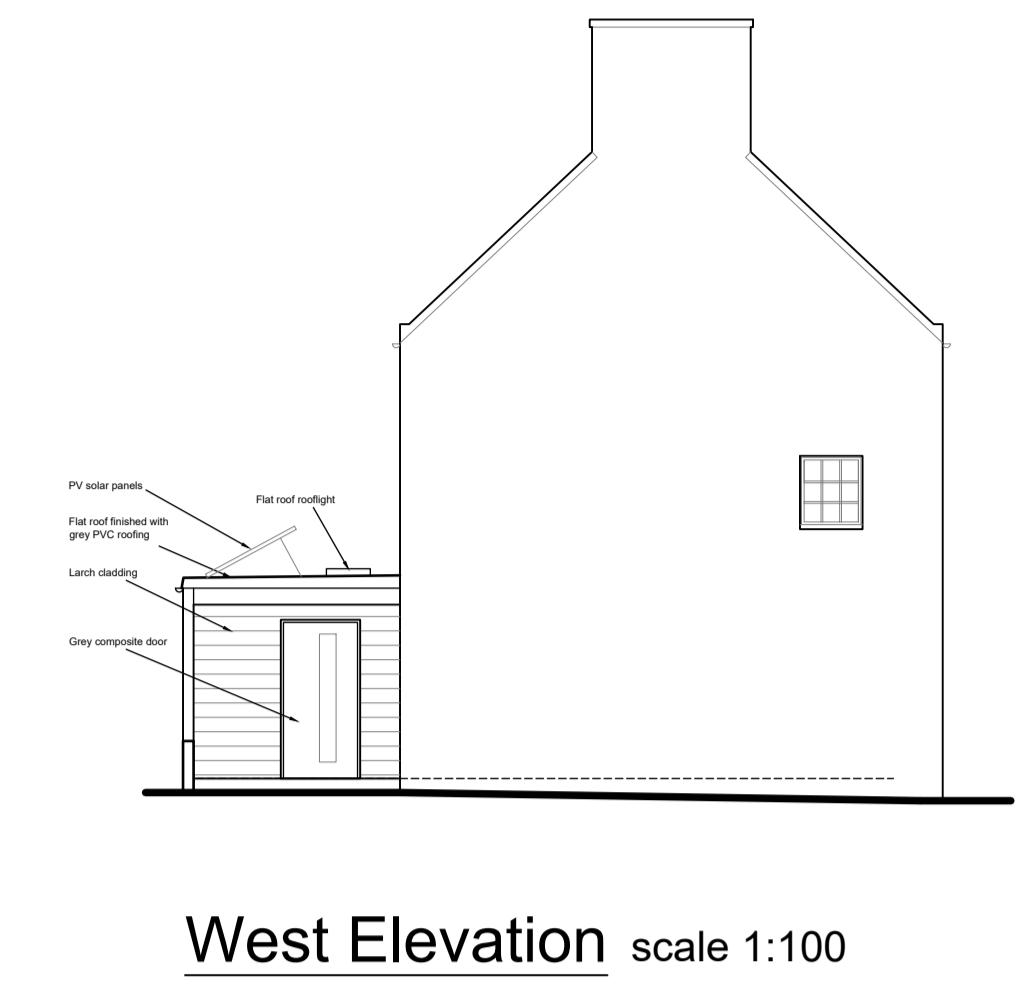
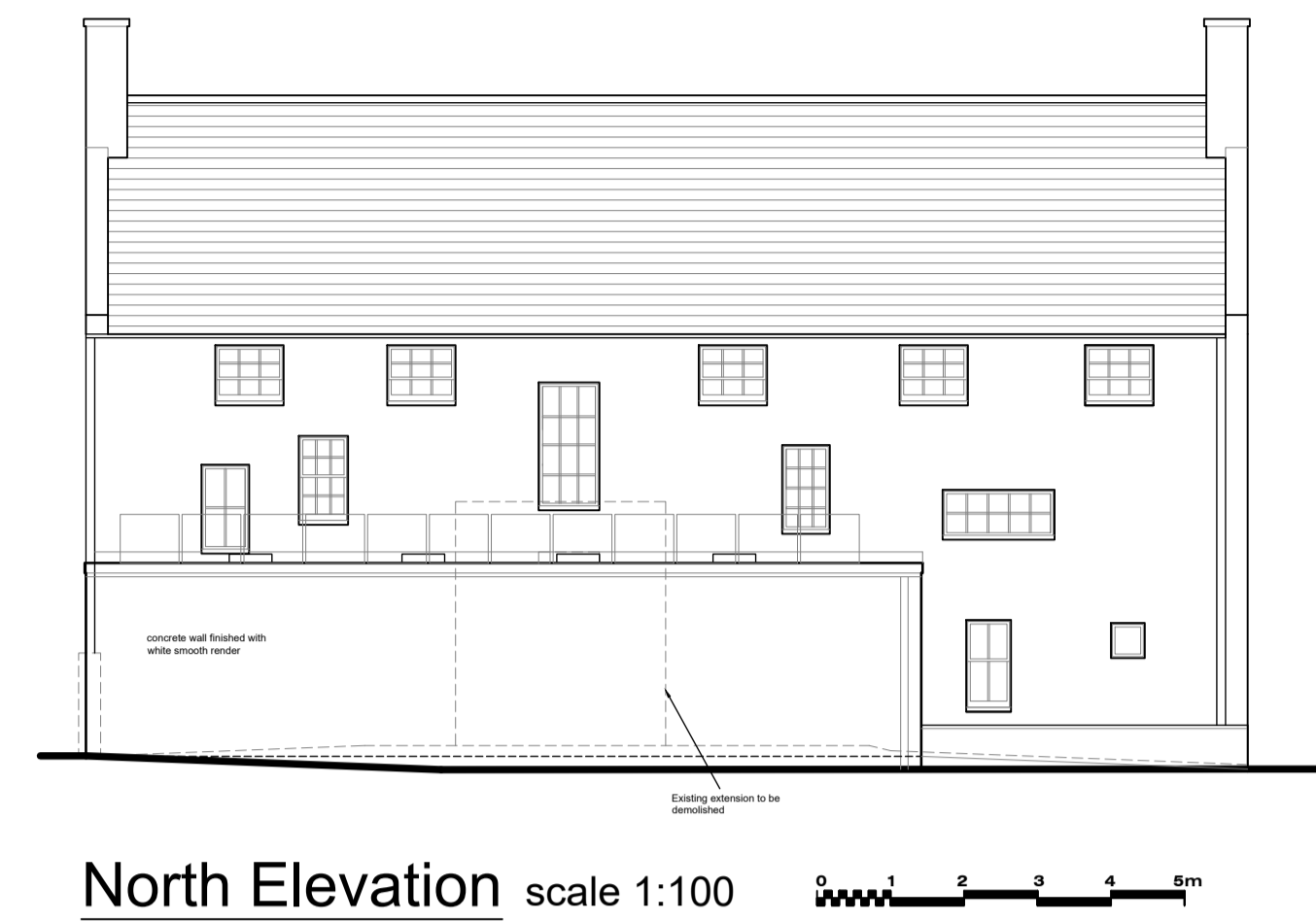
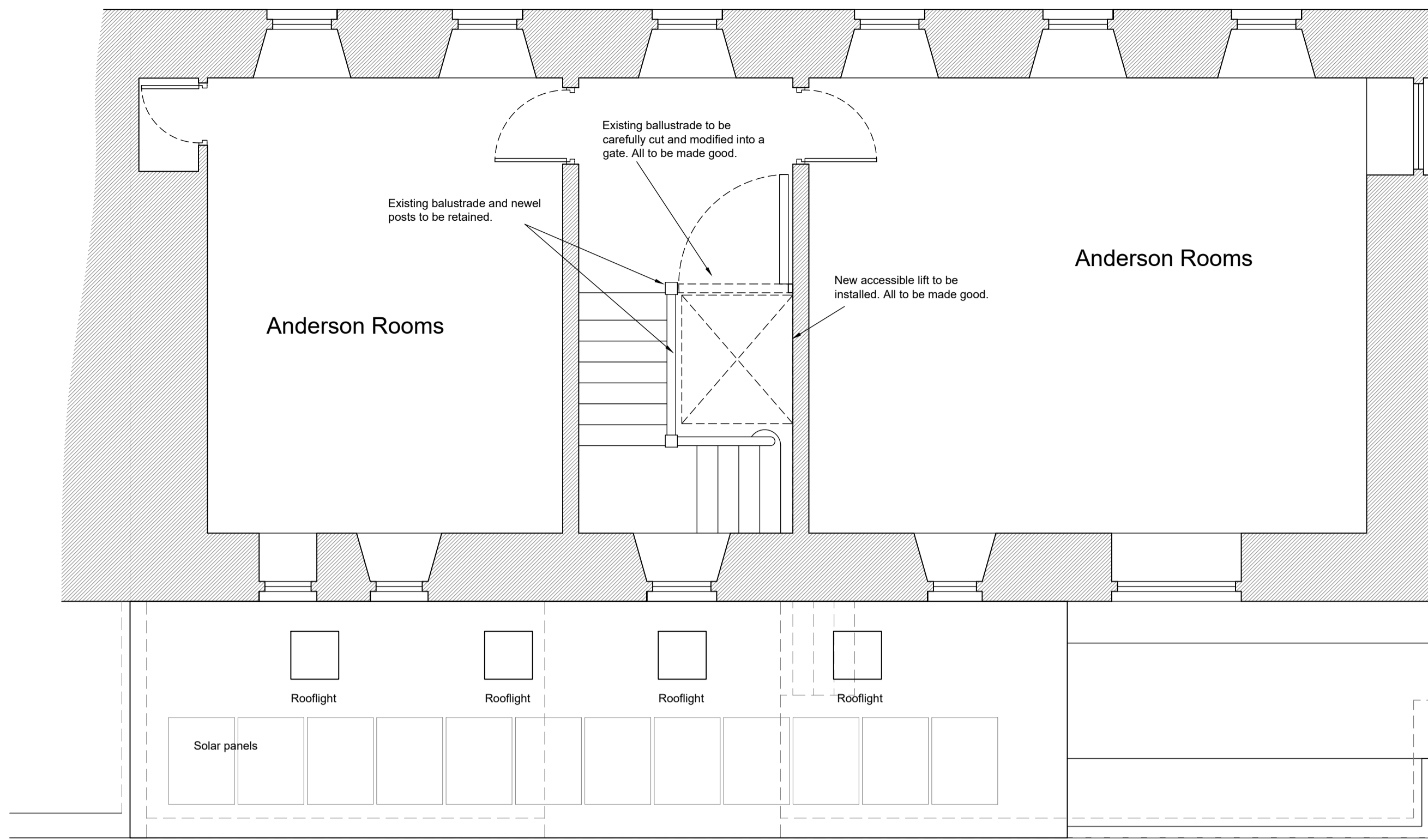
	Room Description	Ceiling Height	Metres sqm	Feet sqft	Volume cubic Metres
Room 1	Vestibule	1.975	2.38	25.62	4.70
Room 2	Main Library	1.975	67.23	723.66	132.78
Room 3	Store	1.975	1.03	11.09	2.03
Room 4	Store	1.975	0.55	5.92	1.09
Room 5	Stairwell	1.975	4.92	52.96	9.72
Room 6	Back Hall	2.2	1.41	15.18	3.10
Room 7	Toilet	2.2	2.17	23.36	4.77
Room 8	Store	2.2	1.78	19.16	3.92
Room 9	Stairwell/Hall	4.685	13.63	146.71	63.86
Room 10	Archive Library	4.61	36	387.50	165.96
Room 11	Office	4.61	22.95	247.03	105.80
Room 12	Store	2.2	0.61	6.57	1.34
Room Total			154.66	1664.76	499.07
Building Gross External Area			229.71	2472.60	
Building Gross Internal Area			158.75	1708.79	
Building Internal Walls Area			4.09	44.02	

Floor Areas : Main Building

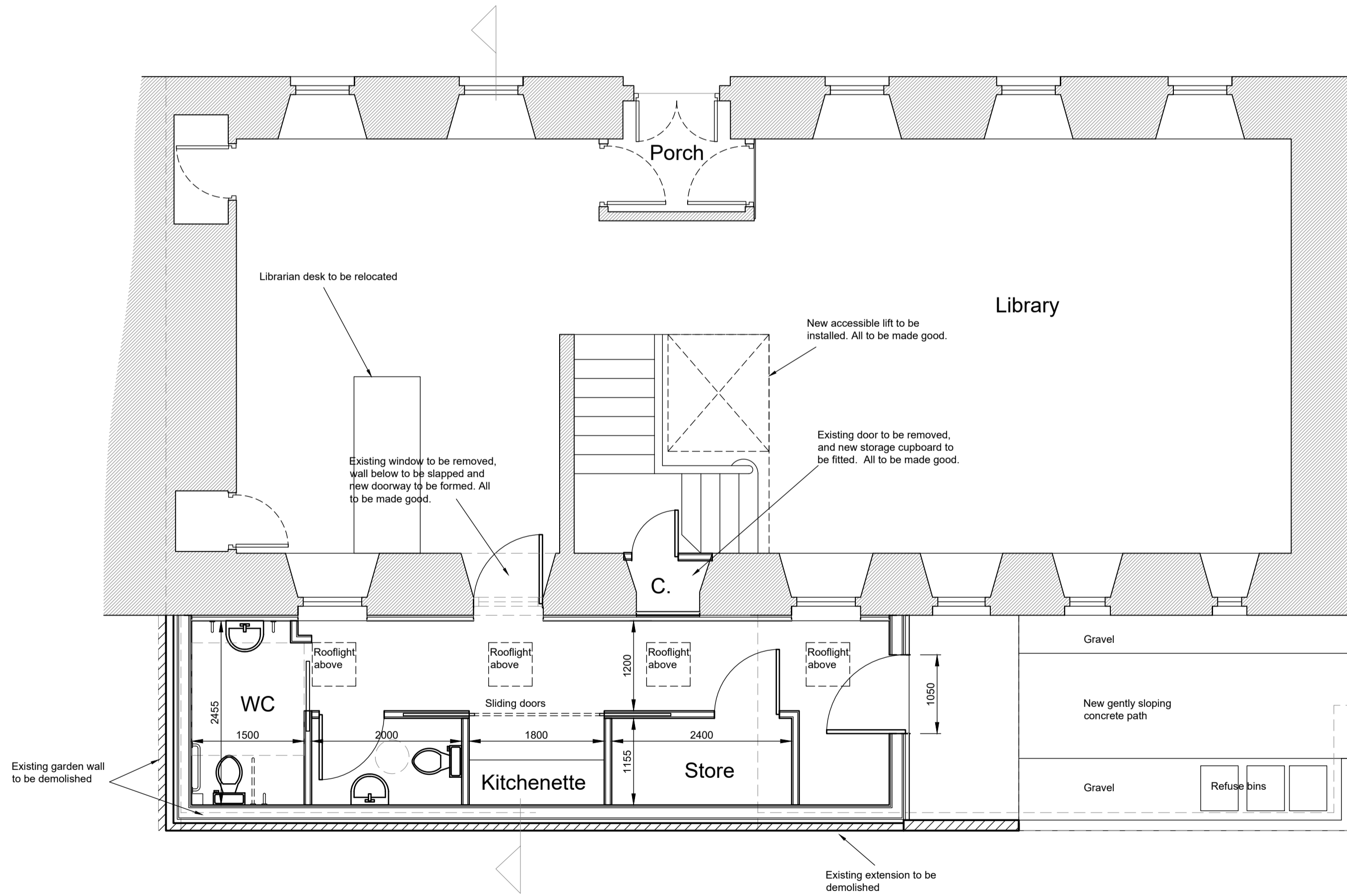
Scale N.T.S. OS Ref NJ94445536 Date Drawn Sept 05 By GB

ASSET REGISTER DRAWING 3 of 3

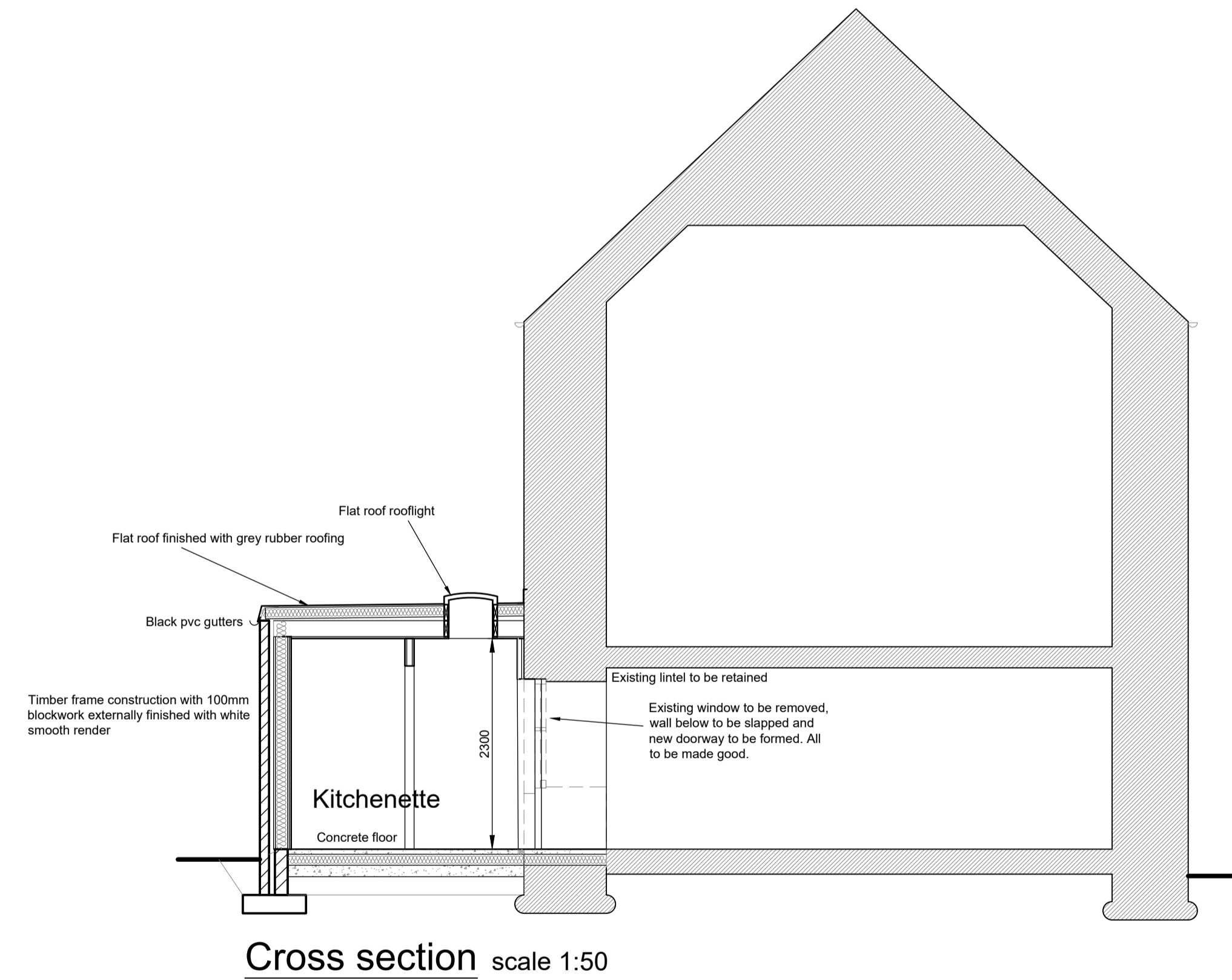
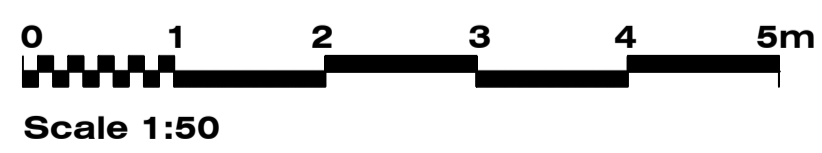
PMS0014254rf Strichen Library Dept E&R
59a Water Street, Strichen, AB43 4ST



First Floor Plan scale 1:50



Ground Floor Plan scale 1:50



Proposed accesible entrance and toilet at Strichen Library Water Street, Strichen		
Drawing No.	Sk-25-01	Date: 23/02/2025
Revision No.	1	31/03/2025

Strichen Library Public Consultation
January 2025
Summary of Findings
Report



Compiled by Buchan Development Partnership on behalf of Strichen Townhouse Trust.

Contents

1.0 Executive Summary.....	2
2.0 Introduction	2
3.0 Findings	3
4.0 Conclusion.....	10

1.0 Executive Summary

Following the decision by Aberdeenshire Council to close Strichen library, Strichen Townhouse Trust carried out a survey to find out the communities' views on the library service and building in the village. The survey comprised of seven questions which aimed to gather residents' opinions and suggestions. The survey results highlighted the need for Strichen to retain a library service which is run by a Community Trust. Whilst many of the respondents would like a similar service as to what is currently in place, many suggested a wide range of services that they would like within the library. This included: a place for groups and clubs to meet, access to IT equipment and books/ audio books to loan. The respondents also made suggestions of additional activities which could be included within the library service. These included: use of the building for groups, use of the rooms for meetings and events and a heritage/ history centre.

To assist with the future sustainability of the service/ building the respondents were asked to give suggestions of ways to generate income. The respondents suggested: fundraising, grant funding and hire the building out for events.

Finally, the respondents were asked how they would like to be kept informed of future developments. The most popular methods of communication were: social media, email and newsletter.

The survey concluded with a range of additional comments, including suggestions for the future of the building and the service.

2.0 Introduction

On Friday the 15th of November it was announced by Aberdeenshire Council that they would be closing 13 libraries across the local authority area. One of these being Strichen library which is located at 59a Water Street, Strichen.

Following the decision of Aberdeenshire Council to close the library building at the end of March 2025, application has been made for a Community Asset Transfer to return the building gifted to the village, in the terms of the Anderson and Woodman Library Trust, over a century ago.

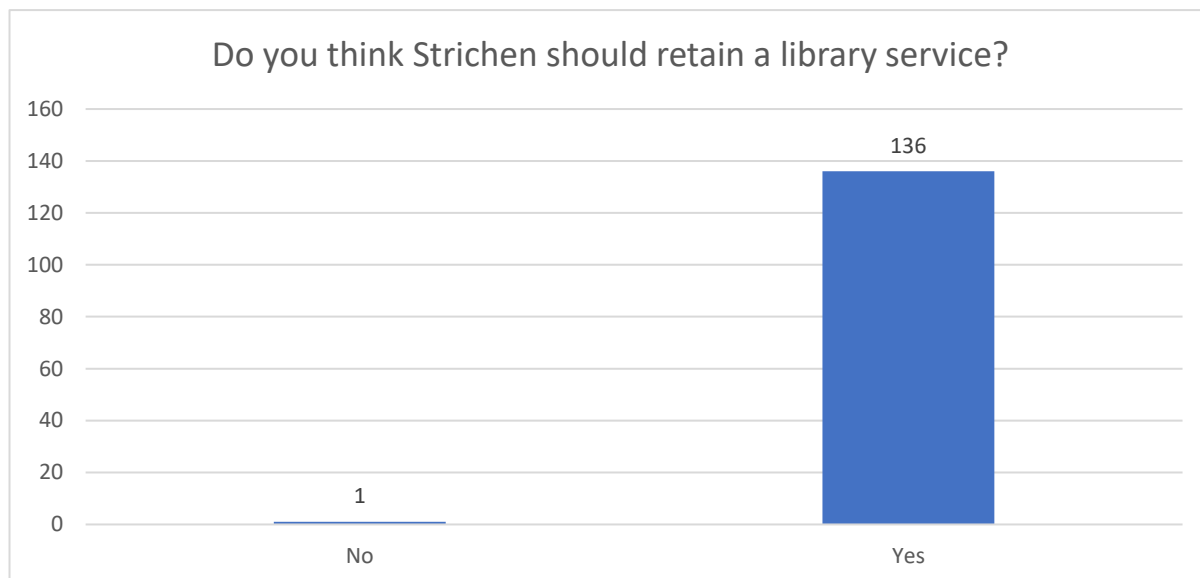
A survey has been carried out within the village to find out if the community would like to retain a library service in the village. The survey was carried out using Google Forms and paper copy. Residents of the village were given the option to complete the survey online or by completing a paper copy. The survey closed on Friday the 3rd of January 2025.

A total of 137 people completed the survey. Out of the total 137 responses 96 were online and 41 paper copies. The results are as follows:

3.0 Findings

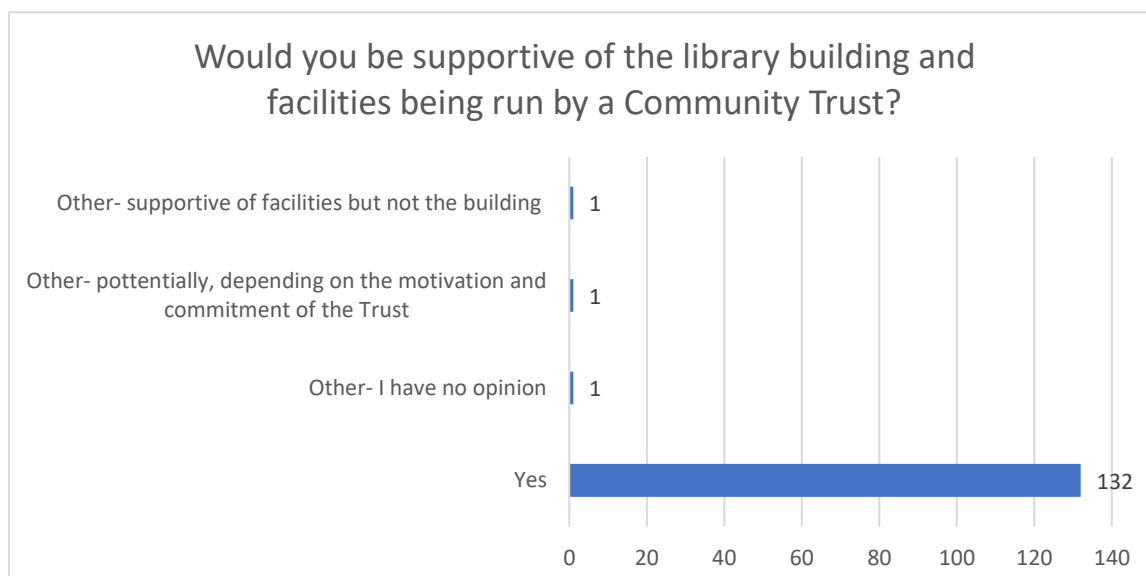
The survey asked respondents seven questions. The results are as follows:

Question 1: Do you think Strichen should retain a Library Service within the community?



The participants were asked if they think that Strichen should retain a library service. 137 people responded to this question. 136 people feel that Strichen should retain a library service (136) whilst only one participant would not support the retention of the library service. (1)

Question 2: Would you be supportive of the library building and facilities being run by a Community Trust?



The respondents were asked if they would be supportive of the library being run by a community Trust. 132 respondents stated that they would be supportive of the library being run by a community Trust. (132) Whilst, three respondents stated other. The other reasons included: the individual is supportive of the service but not the building (1), possibly depending on the motivation and commitment of the Trust (1) and finally no opinion. (1)

Question 3: What services would you like to see provided by a Community Library?

The respondents were asked what services they would like to see provided by a community library. The responses are shown in the table below with the number of respondents who made the suggestion in the second column.

Suggestion	No. of suggestions
A place for various groups and clubs to meet (craft groups, chess group, knit and natter, Lego, board games, gaming)	34
A place to use and learn how to use technology including computers and printers	28
Books and audio books to loan and read (including educational books)	27
Children's corner/ children's activities- storytelling, reading groups	22
Library Service (the same as the current service)	22
Warm space	22
Historical Information/ Heritage Centre	15
Internet access	13
Book club	10
Book Bug	9
Links with the school	9
Coffee shop	8
Support sessions- finance, booking appointments, bereavement	8
Community group meetings/ meeting room	7
Educational talks	6
Reading room/ quiet space	6
Memories group	5
Conversation Cafe	4
Study groups/ support sessions	4
Activities for elderly people	3
Book swaps	3
Coffee mornings	3
Activities for children	2
Community events	2
Educational hub	2
Heritage and STEM resources	2
Information centre/ hub for emergencies	2
Interlibrary loan service	2
Meeting place	2
More promotion of what is available	2
Outreach programme	2
Newspapers and magazines to read	2
Social events for all ages.	2
Social Hub	2

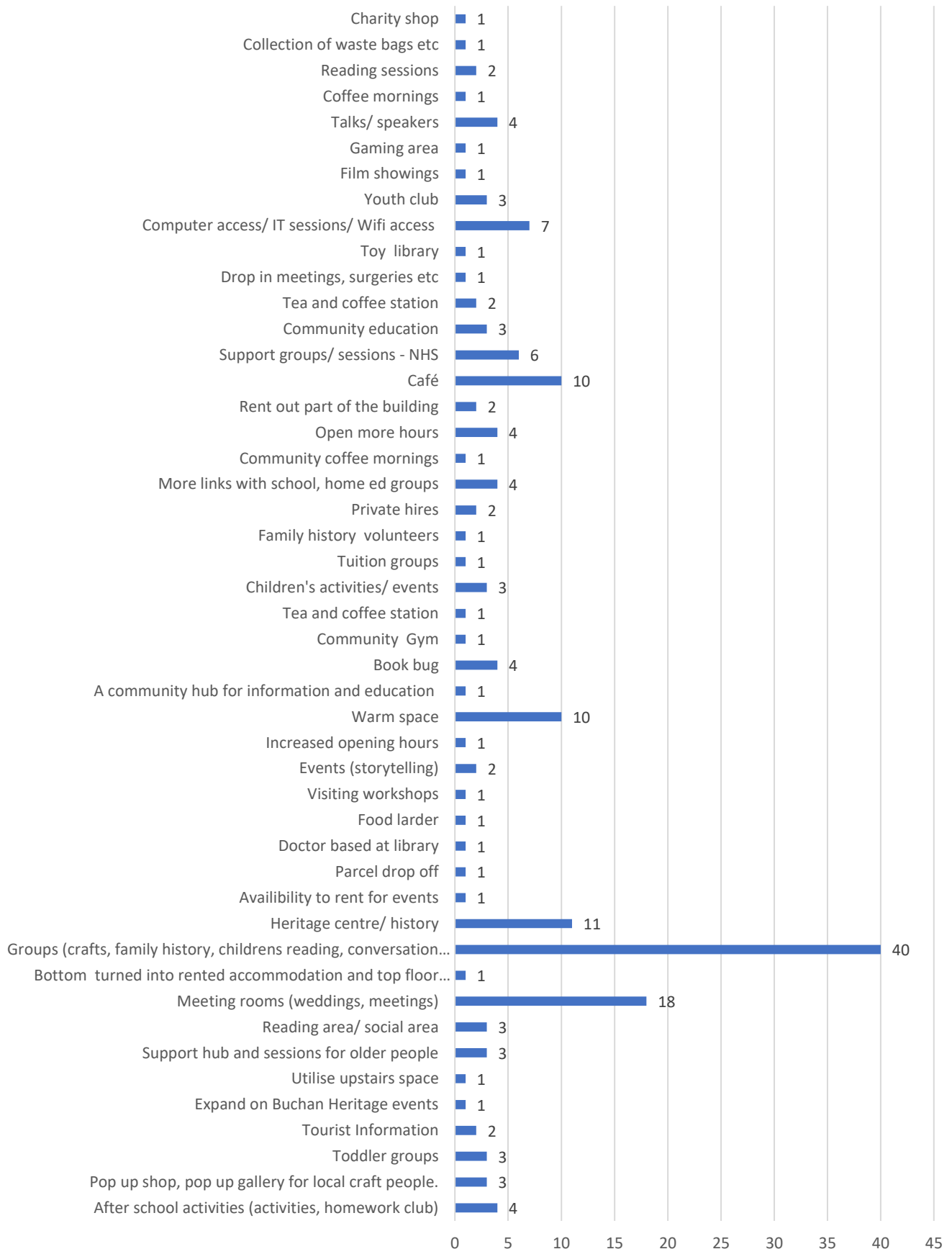
After school club	1
Book collection / drop off	1
Book fayre/ sale	1
Book sales	1
Collection of council items e.g. dog waste bags	1
Community noticeboard	1
Drop-in services, mental health etc	1
Man chat	1
Mother and baby groups	1
Newspapers	1
Provision of books to the elderly/ care homes	1
Shop for local crafters	1
Youth Programmes	1

A wide range of suggestions were given. The top three most common suggestions were: a place for groups and clubs to meet (34), a place to use technology (28) and books and audio books to loan and read (including educational books) (27).

Question 4: What additional ways in which might the library building be used, to serve and enhance the community?

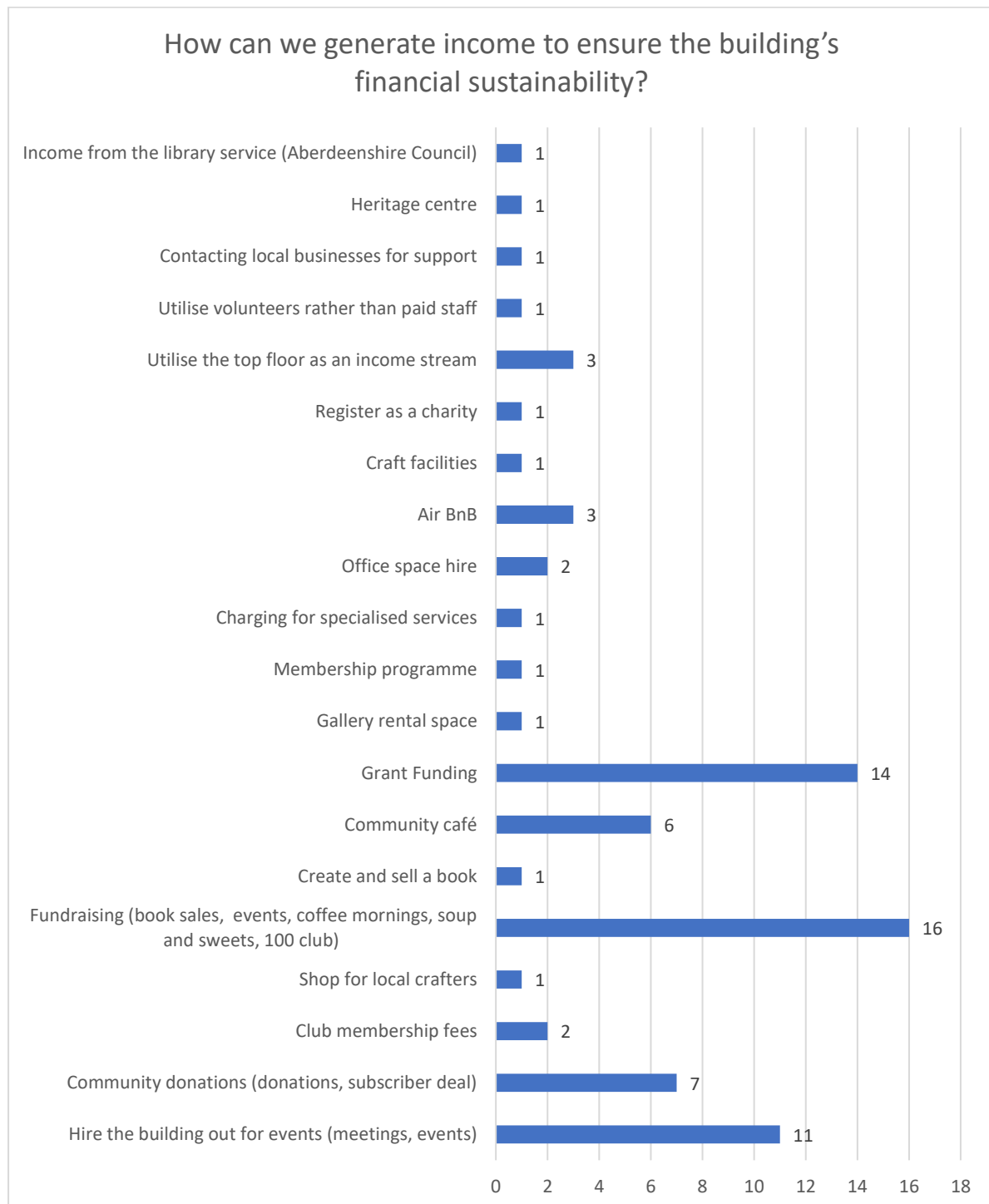
The respondents were asked to give suggestions of additional ways in which the building could be used. The results were as follows:

What additional ways in which might the library building be used, to serve and enhance the community?



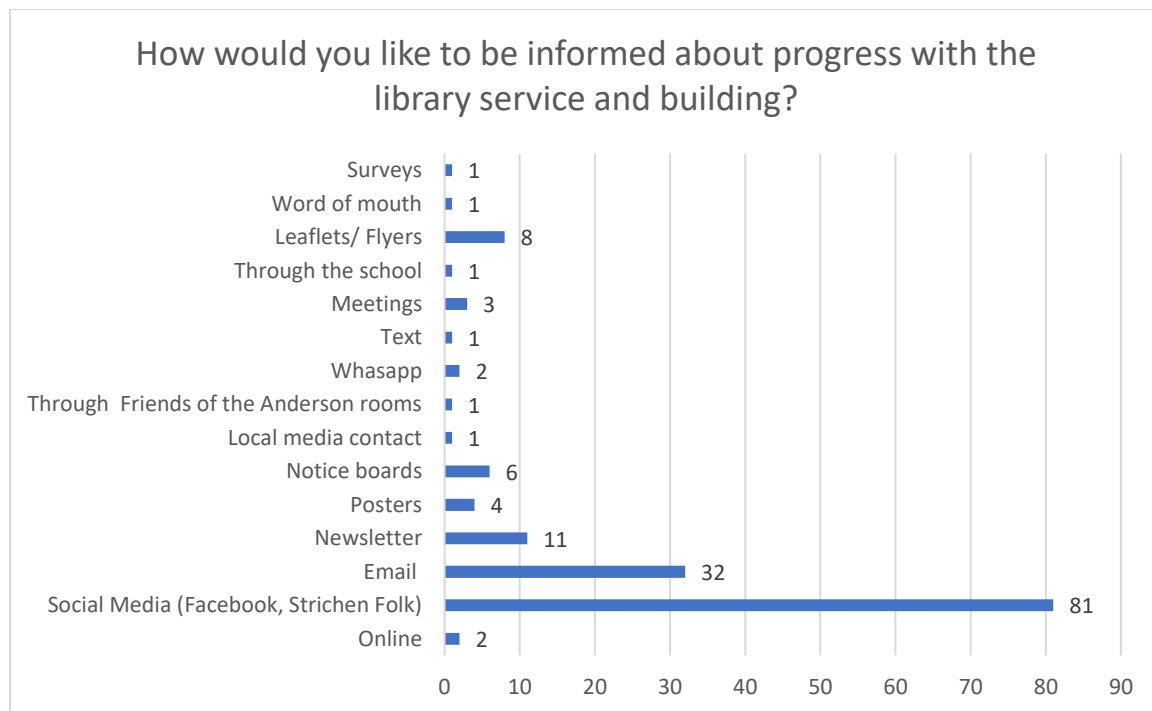
The respondents were asked to suggest additional ways in which the library building could be used. A wide range of suggestions were given. The top three responses were: use of the building for groups (40), Use of the rooms for meetings and events (18) and a heritage/ history centre. (11)

Question 5: How can we generate income to ensure the building’s financial sustainability so we can pay the bills to maintain and develop the building and continue providing services and activities for the community? Please list as many as you can think of.



The respondents were asked for suggestions on how income could be generated to sustain the building. The respondents made lots of suggestions for possible income generators. The top three responses were: fundraising (16), grant funding (14) and hire the building out for events. (11)

Question 6: What are the best ways to keep you informed about our progress in securing the Library Service and building?



The respondents were asked how they would like to be kept informed. The most popular methods of communication were: social media (81), email (32) and newsletter (11).

Question 7: Do you have any other comments?

The respondents were asked for any other comments. The responses were as follows:

- I would really like to see the building open every day just as a warm space/drop-in centre with tea coffee making facilities. A library service still provided from there. Some part of it will need to provide an income stream the upper floor?
- From my experience of getting an asset transfer from Aberdeenshire Council is that they need to see a robust committee that have the backing of the community and local councillors and a good business plan.
- Best of luck! I don't live in Strichen but used to.
- I currently do not use the library however I would be disappointed if it were to close as I know people who do use it regularly. I think if a service can be found which most folk need and is incorporated into the library then this can be only a good thing
- Five hours service must be five hours, not one hour Book Bug, one hour drop off
- The social history contained within the four walls must be treasured and preserved for future generations.
- It would be sad to see the library close as small villages need to keep people together
- I wish the Friends of Anderson well in this difficult endeavour.
- The library building bequeathed to Strichen village a century ago should be transferred back to the village community

- The library is a wonderful asset to our community. The building was donated to Strichen and needs to be retained.
- The library was a gift to the village. Also, many very valuable books within the library.
- The Town House have been trying for years to raise funds and there is also the Ritchie Hall. I'm not sure there is a need for so many community buildings in a relatively small village.
- Please keep our libraries open! My daughter cried when the hours have been reduced and she couldn't go as often.
- If the building was left to the community, no matter how long ago it should stay in the community.
- I have been surprised at some comments on Facebook that indicates that some Strichen residents are unaware that the library even exists!
- A local library is brilliant in the village. A place for people to go to combat loneliness and a wonderful place for children to go and pick their books out to read. Our 3 kids loved visiting the library.
- Good luck hope you get into community ownership.
- It's vital for our community that library is saved.
- The library has supported people of all ages in the community in many ways. It would be great to see it remain open and continue to operate.
- Best of luck but I don't think it will happen.
- Good to see community coming together as I believe there was originally two groups involved.
- All the best good to see people want to help community.
- It would be so sad to lose the library, it's a core experience for children and adults alike in a wee village.
- If the library does close, what will happen to all the historical stuff, old books etc.
- Don't let Council do away with anything else in village. Soon there will be nothing to encourage people to live here.
- What will happen to all the artefacts currently on display in the upstairs of Strichen library. There are some fascinating objects so these need to be protected/stored correctly & not go "missing" in years to come!
- It is important to keep this iconic building working as a place for reading and cultural improvement, as was originally intended.
- Strichen Library is an important resource for the village and as such must be saved from closure.
- Please keep the library open, it's such an asset to the village and so good for children and the primary school to learn about books and gain an interest on reading.
- Library is a great asset but in a world where we have no lollipop people to get kids safely to school, no SALT services & other coming to school, a lack of NHS services, lack of SEN spaces and no funding for essentials like these, and the cost of living. The library service may be a lower priority in people's minds right now.
- The books available in all libraries contain information not available on the web. They are unreplaceable and the council are spending 20 million on one in Peterhead.
- The library is important for all age groups and ethnicities needs to be preserved for this generation and future generations, it's one of the few places you can go, for pleasure and not be asked to pay to be there.
- This village needs the library, it is a lifeline to so many people young and old.
- I would be encouraged to make use of the library as I near retirement.
- More advertising to encourage using the facilities.

- Have the library open 6 days a week.
- The local people and kids from the school love having the library it would be a shame to lose it.
- The library is very important to the community.
- Build community support to encourage volunteers.
- What will happen to the valuable books, furniture etc.
- It is important to keep the library going.
- Better promotion is needed to get community buy in
- Happy to help in any way to keep our library open.
- I would like to see the retention of library services but not in the current building.
- The townhall vs the library issue. Everyone needs to come together. Both buildings should be linked together.
- The £100,000 in trust must be used.
- The nearest library would involve a 30 minute round trip. The closure will discourage youngsters from reading.
- Try and get as many local people involved with fundraising. Try and get Buchan Heritage Society involved.
- The possibility of mobile library.
- Library- yes Building- No
- I do not use the library but I still think it is very important for the community.
- local community libraries are crucial local points for rural communities.
- The funding for the building will be the biggest challenge. Making it viable will be a big task.
- There would be more usage if the building was open more and if the council had allowed volunteers.
- By removing libraries, we are removing the hearts of communities. We should do all we can to stop isolation.
- I have four children, and we visit the library every month. They love reading and get taken to the local library.
- I would like the library to stay at 59a water street.

4.0 Conclusion

The survey was completed by 137 people, all of which provided useful information as to how they see the future of the library service and building. The survey has highlighted the community need for a library service and the desire for a Community Trust to deliver the library service. The suggestions on future use of the building provide a useful insight into how the community would like to see the service. These suggestions can be carried forward by Strichen Townhouse Trust.

6a **Library Revenue Targets:**

	Option	Potential Value	Potential No/month	Assumed % Capacity			Assumed income				
				Ext Year 1	Year 2	Year 3 +	Ext Year 1	Year 2	Year 3	Year 4	Year 5
1	Private Hire Upstairs: 2.5 hour sessions	£40/session	2	6 Q year	40%	50%	£432	£384	£480	£480	£480
2	Private Hire Downstairs: 2.5 hour sessions	£40/session	2	6 Q year	40%	50%	£432	£384	£480	£480	£480
3	All Day Venue Hire: 8 hours	£100/session	2	6 Q year	40%	50%	£1,080	£960	£1,200	£1,200	£1,200
4	Library Rent allow 2% annual increase from Dec 2027	£20/hr	6hrs/w	6 Q year			£9,000	£6,000	£6,120	£6,240	£6,400
5	Fund Raising Events & Donations			6 Q year			£8,000	£4,000	£4,000	£4,000	£4,000

Library Expenditure Targets:

	Cost	Assumptions	Assumed costs				
			Ext Year 1	Year 2	Year 3	Year 4	Year 5
1	Cleaning Staff:	@ £12/hr 2 hours/wk	£1,800	£1,400	£1,600	£1,800	£2,000
2	Heat and Power	Replace Heaters 2026, Solar 2027	£4,500	£3,000	£2,150	£2,250	£2,350
3	Water Rates	zero rated?	£0	£0	£0	£0	£0
4	Insurance Costs, Public liability until Asset Transfer	Buildings included after 01/12/26	£3,200	£4,000	£4,200	£4,400	£4,600
5	Professional Fees	Accountant, Legal fees for Transfer	£400	£1,600	£400	£400	£400
6	Building Maintenance Costs		£0	£1,000	£2,000	£2,000	£3,000
7	Other costs, licences, PAC testing, Fire safety		£1,500	£1,000	£1,000	£1,000	£1,200

6b Strichen Library Cash Flow June 2025 to October 2030: Assume Asset Transfer on 30/11/26:																	
<i>Cashflow Projection</i>	Jun-Aug 25 <i>Ext Yr 1 Q1</i>	Sep-Nov 25 <i>Ext Yr 1 Q2</i>	Dec 25-Feb 26 <i>Ext Yr 1 Q3</i>	Mar-May 26 <i>Ext Yr 1 Q4</i>	Jun-Aug 26 <i>Ext Yr 1 Q5</i>	Sep-Nov 26 <i>Ext Yr 1 Q6</i>	Yr 1 <i>Total</i>	Dec 26-Feb 27 <i>Yr 2 Q1</i>	Mar-May 27 <i>Yr 2 Q2</i>	Jun-Aug 27 <i>Yr 2 Q3</i>	Sep-Nov 27 <i>Yr 2 Q4</i>	Yr 2 <i>Total</i>	Dec 27-Feb <i>Yr 3 Q1</i>	Mar-May 28 <i>Yr 3 Q2</i>	Jun-Aug 28 <i>Yr 3 Q3</i>	Sep-Nov 28 <i>Yr 3 Q4</i>	Yr 3 <i>Total</i>
RECEIPTS:																	
Private Hire Upstairs: 2.5 hour sessions	£72	£72	£72	£72	£72	£72	£432	£96	£96	£96	£96	£384	£120	£120	£120	£120	£480
	0	£72	£72	£72	£72	£72	£432	£96	£96	£96	£96	£384	£120	£120	£120	£120	£480
All Day Venue Hire: 8 hours	£180	£180	£180	£180	£180	£180	£1,080	£240	£240	£240	£240	£960	£300	£300	£300	£300	£1,200
Library Rent: start June 2026	£1,500	£1,500	£1,500	£1,500	£1,500	£1,500	£9,000	£1,500	£1,500	£1,500	£1,500	£6,000	£1,530	£1,530	£1,530	£1,530	£6,120
Fund Raising Events, Donations	£1,000	£3,000	£1,000	£1,000	£1,000	£1,000	£8,000	£1,000	£1,000	£1,000	£1,000	£4,000	£1,000	£1,000	£1,000	£1,000	£4,000
Day to Day RECEIPTS	£2,824	£4,824	£2,824	£2,824	£2,824	£2,824	£18,944	£2,932	£2,932	£2,932	£2,932	£11,728	£3,070	£3,070	£3,070	£3,070	£12,280
CAPITAL GRANTS																	
Anderson & Woodman Library Trust (1 & 2)				£5,000			£5,000		£24,000			£24,000					£0
Heater Replacement Funding grant 95% grant (3)							£0	£5,700	£5,700			£11,400					£0
Fit Internal Lift: 95% grant (4)							£0	£17,100				£17,100					£0
Grant to build rear extension including Solar Panels 95% Grant (5)							£0				£39,900	£39,900	£39,900				£39,900
BUILDING GRANT RECEIPTS	£0	£0	£0	£5,000	£0	£0	£5,000	£22,800	£29,700	£0	£39,900	£92,400	£39,900	£0	£0	£0	£39,900
TOTAL RECEIPTS	£2,824	£4,824	£2,824	£7,824	£2,824	£2,824	£23,944	£25,732	£32,632	£2,932	£42,832	£104,128	£42,970	£3,070	£3,070	£3,070	£52,180
PAYMENTS:																	
Cleaning Staff: from June 25 £24/wk	£300	£300	£300	£300	£300	£300	£1,800	£350	£350	£350	£350	£1,400	£400	£400	£400	£400	£1,600
Heat and Power	£500	£500	£1,500	£1,000	£500	£500	£4,500	£1,200	£900	£400	£500	£3,000	£1,100	£600	£200	£250	£2,150
Water Rates	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Insurance Costs	£500	£500	£550	£550	£550	£550	£3,200	£1,000	£1,000	£1,000	£1,000	£4,000	£1,050	£1,050	£1,050	£1,050	£4,200
Professional Fees: Legal, Accountant				£400			£400	£1,200	£400			£1,600		£400			£400
Annual Maintenance Costs							£0			£1,000		£1,000			£2,000		£2,000
Other costs, licences, PAC testing, Fire safety	£250	£250	£250	£250	£250	£250	£1,500	£250	£250	£250	£250	£1,000	£250	£250	£250	£250	£1,000
General Expenditure quarterly totals	£1,550	£1,550	£2,600	£2,500	£1,600	£1,600	£11,400	£4,000	£2,900	£3,000	£2,100	£12,000	£2,800	£2,700	£3,900	£1,950	£11,350
Building Capital expenditure:																	
Anderson & Woodman Trust Expenditure																	
Upgrade Book ordering and checking out (1)				£5,000			£5,000										
Upgrade Archive area and displays (2)									£24,000			£24,000					
Replace 11 existing electric heaters (3)							£0	£6,000				£6,000					£0
Install Lift (4)							£0	£18,000				£18,000					£0
Insulate, Repair skews, gutters etc, LED lights, windows (5)							£0		£6,000			£6,000					£0
Extension to rear of building + Solar (6)							£0				£42,000	£42,000	£42,000				£42,000
TOTAL Capital PAYMENTS	£0	£0	£0	£5,000	£0	£0	£5,000	£24,000	£30,000	£0	£42,000	£96,000	£42,000	£0	£0	£0	£42,000
TOTAL PAYMENTS (B)	£1,550	£1,550	£2,600	£7,500	£1,600	£1,600	£16,400	£28,000	£32,900	£3,000	£44,100	£108,000	£44,800	£2,700	£3,900	£1,950	£53,350
Quarterly Balances	£1,274	£3,274	£224	£324	£1,224	£1,224	£7,544	-£2,268	-£268	-£68	-£1,268	-£3,872	-£1,830	£370	-£830	£1,120	-£1,170
Opening Balance:	£1,000	£2,274	£5,548	£5,772	£6,096	£7,320		£8,544	£6,276	£6,008	£5,940		£4,672	£2,842	£3,212	£2,382	
Add Total Receipts (A):	£2,824	£4,824	£2,824	£7,824	£2,824	£2,824		£25,732	£32,632	£2,932	£42,832		£42,970	£3,070	£3,070	£3,070	
Less Total Payments (B):	£1,550	£1,550	£2,600	£7,500	£1,600	£1,600		£28,000	£32,900	£3,000	£44,100		£44,800	£2,700	£3,900	£1,950	
Closing Balance:	£2,274	£5,548	£5,772	£6,096	£7,320	£8,544		£6,276	£6,008	£5,940	£4,672		£2,842	£3,212	£2,382	£3,502	

6b Strichen Library Cash Flow Ju										
	Dec 28-Feb 28	Mar-May 29	Jun-Aug 29	Sep-Nov 29		Dec 29-Feb 30	Mar-May 30	Jun-Aug 30	Sep-Nov 30	
<i>Cashflow Projection</i>	Yr 4 Q1	Yr 4 Q2	Yr 4 Q3	Yr 4 Q4	Yr 4 Total	Yr 5 Q1	Yr 5 Q2	Yr 5 Q3	Yr 5 Q4	Yr 5 Total
RECEIPTS:										
Private Hire Upstairs: 2.5 hour sessions	£120	£120	£120	£120	£480	£120	£120	£120	£120	£480
	0	£120	£120	£120	£480	£120	£120	£120	£120	£480
All Day Venue Hire: 8 hours	£300	£300	£300	£300	£1,200	£300	£300	£300	£300	£1,200
Library Rent: start June 2026	£1,560	£1,560	£1,560	£1,560	£6,240	£1,600	£1,600	£1,600	£1,600	£6,400
Fund Raising Events, Donations	£1,000	£1,000	£1,000	£1,000	£4,000	£1,000	£1,000	£1,000	£1,000	£4,000
Day to Day RECEIPTS	£3,100	£3,100	£3,100	£3,100	£12,400	£3,140	£3,140	£3,140	£3,140	£12,560
CAPITAL GRANTS										
Anderson & Woodman Library Trust (1 & 2)					£0					£0
Heater Replacement Funding grant 95% grant (3)					£0					£0
Fit Internal Lift: 95% grant (4)					£0					£0
Grant to build rear extension including Solar Panels 95% Grant (5)					£0					£0
BUILDING GRANT RECEIPTS	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
TOTAL RECEIPTS	£3,100	£3,100	£3,100	£3,100	£12,400	£3,140	£3,140	£3,140	£3,140	£12,560
PAYMENTS:										
Cleaning Staff: from June 25 £24/wk	£450	£450	£450	£450	£1,800	£500	£500	£500	£500	£2,000
Heat and Power	£1,100	£700	£200	£250	£2,250	£1,200	£700	£200	£250	£2,350
Water Rates	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
Insurance Costs	£1,100	£1,100	£1,100	£1,100	£4,400	£1,150	£1,150	£1,150	£1,150	£4,600
Professional Fees: Legal, Accountant		£400			£400		£400			£400
Annual Maintenance Costs			£2,000		£2,000			£3,000		£3,000
Other costs, licences, PAC testing, Fire safety	£250	£250	£250	£250	£1,000	£300	£300	£300	£300	£1,200
General Expenditure quarterly totals	£2,900	£2,900	£4,000	£2,050	£11,850	£3,150	£3,050	£5,150	£2,200	£13,550
Building Capital expenditure:										
Anderson & Woodman Trust Expenditure										
Upgrade Book ordering and checking out (1)										
Upgrade Archive area and displays (2)										
Replace 11 existing electric heaters (3)					£0					£0
Install Lift (4)					£0					£0
Insulate, Repair skews, gutters etc, LED lights, windows (5)					£0					£0
Extension to rear of building + Solar (6)					£0					£0
TOTAL Capital PAYMENTS	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
TOTAL PAYMENTS (B)	£2,900	£2,900	£4,000	£2,050	£11,850	£3,150	£3,050	£5,150	£2,200	£13,550
Quarterly Balances	£200	£200	-£900	£1,050	£550	-£10	£90	-£2,010	£940	-£990
Opening Balance:	£3,502	£3,702	£3,902	£3,002		£4,052	£4,042	£4,132	£2,122	
Add Total Receipts (A):	£3,100	£3,100	£3,100	£3,100	£12,400	£3,140	£3,140	£3,140	£3,140	£12,560
Less Total Payments (B):	£2,900	£2,900	£4,000	£2,050	£11,850	£3,150	£3,050	£5,150	£2,200	£13,550
Closing Balance:	£3,702	£3,902	£3,002	£4,052		£4,042	£4,132	£2,122	£3,062	