

Community Asset Transfer Request Notification

Regulations 6 and 7 of The Asset Transfer Request (Procedure) (Scotland) Regulations 2016¹, set out arrangements for Public Bodies to ensure other people are informed when an asset transfer request has been made, and to advise how they can make representations about it.

Notice is hereby provided of an Asset Transfer Request received by Renfrewshire Council for [Erskine Community Allotments and adjacent land, Barrhill Road, Erskine PA8 6EZ](#)

Details of the request and how to make representations are provided below:

Community Transfer Body: Erskine Community Allotments SCIO

Name of Asset: Erskine Community Allotments and adjacent land (Site Plan E2645b)

Nature of Request: Ownership

Date CAT Request received: 27 October 2023

Status of Request: Validated*, 24 November 2023

Summary of Proposed Use:

Request incorporates the site of the existing community allotments shown as hatched on the attached plan (E2645b) and an adjacent site shown as cross-hatched on the plan. Purpose of the CAT request is to secure the future of the existing allotments and to create new starter allotments in response to demand. The site will be used for allotments and managed by Erskine Community Allotments SCIO.

Representation

This CAT Request is open for consultation. If you wish to make a representation either for or against the transfer request, you must do so in writing, stating your name and address. Representations must be made within 20 working days of the notice being published. A copy of each representation will be given to the Community Transfer Body (CTB) and will be published on the Council's website (<https://www.renfrewshire.gov.uk/article/4534/Community-Asset-Transfer>) along with

¹ <https://www.legislation.gov.uk/ssi/2016/357/made>

any comment from the CTB. The final date to make representations for this request is **22 December 2023**.

Representations should be sent to communityassettransfer@renfrewshire.gov.uk with the title “*Erskine Community Allotments CAT Request Representation*”.

All representations and responses are available to read on the Renfrewshire Council website: <https://www.renfrewshire.gov.uk/article/4534/Community-Asset-Transfer>

*Validation is the date at which all documents in relation to the CAT Request have been received.

Relevant Documents

The following key documents are attached to this notice:

- The official CAT Request Form (27/10/2023)
- Erskine Community Allotments SCIO Business Plan

Personal and Commercially Sensitive information has been removed from the CAT Request and Businesses Plan prior to publication.

For more information, contact communityassettransfer@renfrewshire.gov.uk or call 0300 300 0330.

This Notice is published by order of the Head of Economy and Development, Chief Executives' Services, Renfrewshire Council.



Renfrewshire Council

COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

ASSET TRANSFER REQUEST FORM

IMPORTANT NOTES:

This is a standard asset transfer request form which can be used to make a request to any relevant authority. Relevant authorities may also provide their own forms in their own style.

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

You should read the asset transfer guidance provided by the Scottish Government before making a request. Relevant authorities may also provide additional guidance on their schemes.

You are strongly advised to contact the relevant authority and discuss your proposals with them before making an asset transfer request.

When completed, this form must be sent to: -

The Asset Manager
Asset & Estates
Property Services
Renfrewshire Council
Renfrewshire House
Cotton Street
Paisley
PA11TT

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

	Company, and its company number is Charity number is	
	Scottish Charitable Incorporated Organisation (SCIO), and its charity number is	SCIO52678
	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.

1.5 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:

--

1.6 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?

--

Section 2: Information about the land and rights requested

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

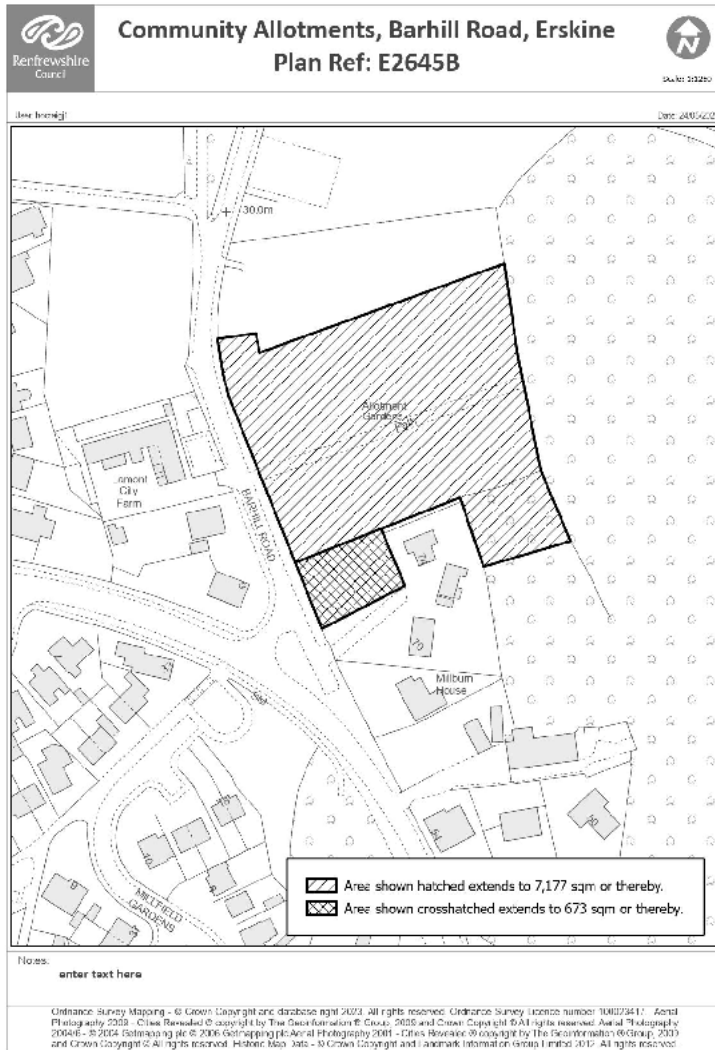
You should provide a street address or grid reference and any name by which the land or building is known. If you have identified the land on the relevant authority's register of land, please enter the details listed there.

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

Erskine Community Allotment Site
Barrhill Road
Erskine
PA8 6EZ

Grid Reference: NS46164 70248

Land requested extends to 7850 sqm or thereby and includes the site of the existing Erskine Community Allotments, shown as hatched on the attached site plan (E2645B), and the adjacent vacant site shown as crosshatched on the site plan



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

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

UPRN:- 123114634 and 123096832

Section 3: Type of request, payment and conditions

3.1 Please tick what type of request is being made:

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

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

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

3A - Request for ownership

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

Proposed price:- £1.00

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

3B - request for lease

What is the length of lease you are requesting?

Not Applicable

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

Proposed rent: £ per month/ year (delete as appropriate)

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

JC - 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: £

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

Section 4: Community Proposal

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

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

Key Objective

Our main objectives in making this application are to increase the number of allotments available and to secure the long term future of the allotments for the wider community and its members. To manage the allotments to meet the increased interest in locally sourced and grown food, reduce food miles and to educate through inter-generational working and to develop better understanding of where our food comes from.

Need for it:

There has been a steady and growing waiting list and a growing demand for the allotments which we can't currently meet. Security of land ownership can open up other avenues and streams of funding to assist us in developing our plans.

Changes

We don't propose to change the current use of the land but to develop out and deliver an improvement and expansion plan. The area we will cover is the three settlements of Bishopton, Erskine and Inchinnan. This will be defined by the community council boundaries of those settlements for clarity.

We levy a small affordable rental annual fee for each plot depending on its size. We do not have specific policy in place regarding discrimination, diversity as we are open to all who seek to be an allotment holder and we actively work to ensure access requirements are in place particularly for people with physical impairment. We do have a conduct policy in place regarding members and public attending our allotments regarding tolerance, abuse and unacceptable behavior.

We plan to expand the allotments due to the number of people on our waiting list and we have had engagement with a member of the Council's staff regarding the possibility in a piece of ground adjacent to our site if it was suitable for our use. If this extension proceeded, it would allow us to have in place 24 starter beds added to the allotments. This land is included in our CAT request

We also hope to install an education cabin and hold courses where we can bring people in that are interested in growing food, along with classes for nurseries and schools. This was referred to earlier as part of our inter-generational working.

In 2016 we introduced a small orchard and bio-diversity area to enhance the wildlife into the area and as the years have passed, it has progressed into introducing hedgehogs and frogs both of which continue to enhance the area.

We also introduced Bees to the allotment's bio-diversity area about 2/3 years ago and looked after by a member of the Kilbarchan Bee Keeper's Association. They have done really well in the amount of honey they have produced and growing as a colony and the benefit of increased pollination.

Benefits of the proposal

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

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

The allotments provide the opportunity for members to grow their own fruit, vegetables and flowers in a safe and friendly environment and also assists in maintaining physical and mental health wellbeing. The proposal to expand the allotments will increase community engagement about food growing and meet a growing demand in society regarding sourcing local food.

We hold an open day each year when members donate produce for us to sell locally grown fruit and vegetables at reasonable prices and at the end of the day any surplus produce is donated to a local organisations group for example a community pantry and wellbeing centre.

We operate an open door policy to the public if there is as a member there at the allotments to open the gate. The public are more than welcome to come in and see what is going on and are also able to ask for advice if needed in gardening terms.

We are going to develop and increase programmes which will invite nurseries and schools to visit our allotments and have a small area where they can learn how to plant seeds etc. Once we have the cabin in place and running we will be able to better facilitate these visits and show them how to propagate seeds and then if they want to start a garden vegetable plot of their own at nursery or school we will be able to help them set it up in a partnership with the allotments.

As we continue to grow so will the health and wellbeing of those who work within the allotments and those who choose just to come down and visit for a chat.

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.

No restrictions on the land.

Negative consequences

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,

We are not aware of any negative consequences to this proposal.

The allotments have been operating on the same site for many years and have the full support of the immediate local community. The expansion site is currently vacant and overgrown.

We do acknowledge the potential for increased traffic and parking and we are putting arrangements in place to mitigate these, for example

- Amendments to the Allotment Terms and Conditions of Lease to restrict parking on Barrhill Road
- Create a drop-off point for materials, collection of debris or produce being removed from the gate of the proposed extension site only for those using that part of the site
- Members of both areas will be reminded that they must park their vehicle beyond the gate of the main allotment site and Lamont Farm's gate. The car park is unavailable at present as Scottish Water is using the car park site facility.

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.

Erskine Community Allotments have managed the current site for over 20 years developing the site from an underused asset to the fully developed community allotments that operate today. We have a skilled team of board members and volunteers that have a wide range of professional skills from their working lives some have been involved with the allotments for a considerable length of time demonstrating the 'sticking' power of involvement and personal commitment. Known skillsets among our board members are:-

- detailed gardening and horticultural experience;
- extensive experience of working within local government;
- professional bookkeeping and accountancy experience;
- community development and engagement experience;
- seeking and securing external funding;
- PR and marketing experience having organised fun days public events and one-off events to promote and showcase the allotments over the years;
- understanding of the health and wellbeing effects that community growing brings to individuals and the wider community.

We work with Community Ownership Scotland in developing our application and work closely with Engage Renfrewshire to develop our governance and voluntary sector procedures and policies. We are in the process of transitioning from a charity to a full SCIO in accordance with the national CAT guidelines for ownership and expect this to be achieved in the next 2 months.

We have engaged a number of professional advisers to develop this proposal, ranging from governance, financial planning and fundraising.

Section 5: Level and nature of support

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

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

We have discussed development of the site at board meetings, annual general meetings and special meetings and have obtained the full support of all of our membership to take forward the CAT process and hopefully successful community ownership.

As explained the considerable waiting list shows the demand and for us to take steps to seek other sources of funding to support our plans. The interest from the Council to look at developing the adjoining site highlights our position of good standing with the other organisations regarding our ability to not only maintain our current site but develop out and expand. We have and will continue to consult with the wider community through a number of ways including open days, fun days and any required consultation process regarding the CAT process. We can also widely promote our proposal at other community events and gala days and social media channels and public notices.

We are fully integrated into the local community and are seen as a valuable community asset. We have always had an open door approach and can demonstrate diversity and age ranges throughout our membership that reflects the local community. We currently have the support of Erskine Community Council and Local Councillors for our proposal.

At our Open Day 2023 we held a consultation with the visitors and 60% of those who responded were in favour as can be seen in our Business Plan .

All 4 local Councillors are supportive of what we wish to achieve which has been indicated in emails within the Business Plan

The Community Council indicated in an email that they are supportive of community owned assets, especially such as ours with such long standing in the community.

Section 6: Funding

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

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

The proposal to purchase the land has been carefully costed and can be met from membership and organisation resources. We have always been self-sufficient and relied on very small grant support over the years. Our fundraising activities have always provided us with the necessary revenue and capital funding required to develop the facility.

As this development progresses will be a need of a mixture of existing funding and levered funds, we have worked with COSS and various Council resources to identify potential additional funding for the project. Our status allows us to apply for grants and we are eligible to apply for a number of significant funds including the National Lottery Community Fund, particularly their Awards for All fund. We will be approaching a range of green/environmental funding sources and are eligible for allotment development and green infrastructure funding.

A full business case with associated finances is attached.

Section 7: Other Supporting Documentation

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

- A copy of your organisation's constitution;
- A business plan (that is proportionate to the nature of the asset transfer request);
- Audited accounts (or a financial projection where the applicant has been operating for less than one year);
- Annual reports (where these are available).

Applicants are advised to refer to the council's Community Asset Transfer Policy Guidance Note for Applicants for further details of what information should be included in these supporting documents.

Signature

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

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

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

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

Name [REDACTED]

Address [REDACTED]
[REDACTED]
[REDACTED]

Date 30 September 2023

Position Chairperson 
Signature [REDACTED]

Name [REDACTED]

Address [REDACTED]
[REDACTED]
[REDACTED]

Date 30 September 2023

Position Secretary

Signature

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

Constitution

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

Map of the highlighting the allotment site and additional land proposed for expansion

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

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

It is proposed to acquire by purchase the allotment site and extended ground to increase the number of growing spaces available. There is no restrictions on the land and believe there are no potentially negative consequences to our plans. We would have the capacity to deliver our ~~ereesalsproposals~~ as we have been able to deliver ~~ereviousprevious eroiects-projects~~

Section 5 - evidence of community support

Survey Report with some responses received via surveys, support from the 4 Councillors representing Erskine and Inchinnan, two survey forms indicating support and copy of survey sheet with age groups and various comments of support

Section 6 - funding

Audited Accounts for 2021-2022
Budget Proposal report for the proposed extension

Section 7 - Supporting Documentation

Business Plan, Budget Proposal report for proposed extension, Community Survey report, Map of Allotment site including proposed extension, Social Value Information, Erskine Priorities Matrix Annual report for 2021

BUSINESS PLAN

For

ERSKINE COMMUNITY ALLOTMENTS



Organisation Name:	<i>Erskine Community Allotments SC046634</i>
Business Structure:	<i>Unincorporated Charity moving imminently to a Scottish Charity Incorporated Organisation status under the Charities and Trustee Investment (Scotland) Act 2005</i>
Key Contacts:	<p><i>Rosemary (Ros) Scott (Chairperson) – ros@rustymail.co.uk</i></p> <p><i>Eileen Elder (Secretary) e.elder@tiscali.co.uk</i></p>
Registered Address:	<i>213 Mainshill,, Erskine, PA8 7JA</i>
Business Telephone:	<i>07803167422 (Ros Scott)</i>
Business email:	<i>erskineallotments@gmail.com</i>
Website Address:	<i>https://erskineallotments.wordpress.com</i>
Facebook Page:	<i>https://www.facebook.com/erskinecommunityallotments/</i>

Plan written on: 1 September 2023 and will cover 3 years

Contents

1. Introduction

- 1.1 Organisational background

2. The Project

- 2.1 Project summary
- 2.2 Project description
- 2.3 Project timeline
- 2.4 Site location and access
- 2.5 Site history
- 2.6 Needs analysis

3. Key People

- 3.1 Governance
- 3.2 Team and management

4. The Market

- 4.1 Customer base
- 4.2 Population breakdown
- 4.3 Employment
- 4.4 Transport and connectivity
- 4.5 Education
- 4.6 Housing
- 4.7 Health and wellbeing
- 4.8 Standard of living
- 4.9 Market research
- 4.10 Social Value

5. Finance

- 5.1 3 year Income and Expenditure Sheet 2118/2019, 2019/2020/2020/2021
- 5.2 Balance sheet 2021-2022
- 5.3 Audited Accounts 2021-2022

6. Conclusion

7. Appendices

1. Introduction / Background

1.1 Organisational background

Erskine Community Allotments is a community organisation initially known as Lamont Gardens as part of Lamont City Farm. The allotments amicably split from the farm in 2016 and amicably progressed a separate constitution and management from the farm to become an unincorporated not for profit charity SC046634 in June 2016. The name was subsequently changed to Erskine Community Allotments. The organisation is now progressing to become an SCIO (Incorporated Organisation status under the Charities and Trustee Investment (Scotland) Act 2005).

The primary role is to preserve and develop the community allotments within the Erskine Community Council area after there was a desire from the members to protect the allotments in perpetuity for the current and future members and residents of Erskine, Bishopton and Inchinnan. Our goal is to continue this work to develop the allotments with the aim to furthering community engagement, educational opportunities and sustainability.

Fig 1: Erskine Community Allotment site

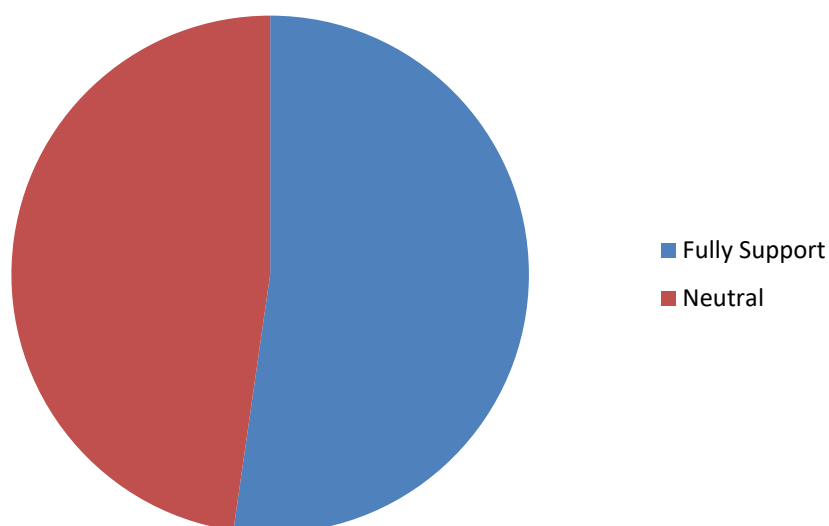


Erskine Community Allotments has a well-developed organisational structure formed of committed individuals with a sound background and personal work and life experiences which will support our work going forward. We have a well-established support network which includes key stakeholders such as Renfrewshire Council and Engage Renfrewshire and many local groups. We have clear plans with supports our ambitions and to taking sustainable and manageable incremental steps to community ownership of this vital environmental green asset.

A consultation on the proposal for the proposed allotment and the extension shows strong local support for the plans. This was based on the question one simple question.

Q1. “Would you be supportive of Erskine Community Allotments acquiring ownership of the allotments and potential expansion ground through Asset Transfer?”

Fig 1 Response to Erskine Community Survey Question 1 held in August 2022



2. The Project

2.1 Project Summary

The Erskine Community Allotments is a green space consisting of 45 plots for cultivating fruit, flowers and vegetables one which is held by the committee to utilise for open air classroom for nurseries and schools. The allotments are in need of expanding as the interest in food growing has risen substantially since covid and the waiting list is still standing at a high level with just under 50 people waiting for a plot with an average waiting time of three to four years at present.

Fig 2: Location of Erskine Allotments and proposed Extension development

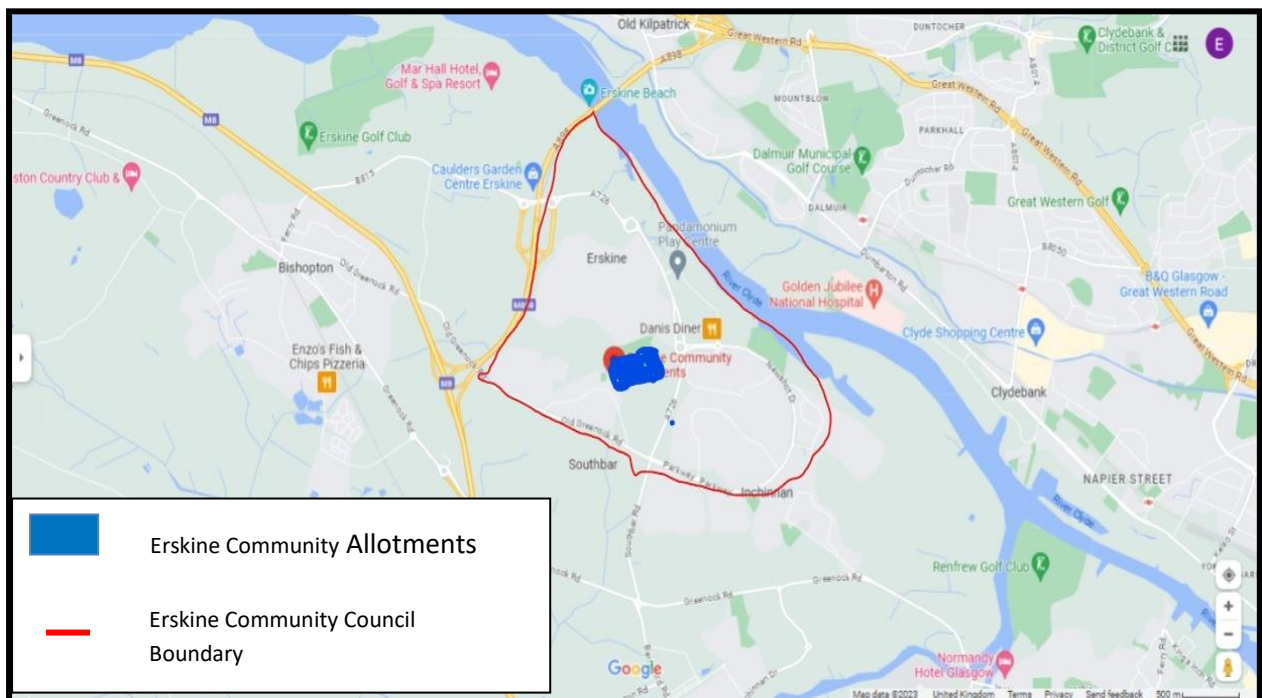


Fig 3: Site of proposed extension to Erskine Community Allotments



We also wish to enhance the area by successfully completing a community asset transfer (buy out option) and attracting funding opportunities to bring desirable and self-sustaining facilities to the site (**Fig 4**). This will involve significant development works which will be undertaken using a phased approach over the next three years. The proposed extension project is critical to the development of Erskine Community Allotments in its ability to achieve its social aims.

Through this development of the site the Community Allotments aim to provide a facility in an environment of like-minded people to provide an opportunity to grow their own fruit and vegetables but who find the size of our current plot areas daunting and are looking for a smaller space to grow their own food. As well as growing your one fruit and vegetables it has been found that working in an allotment helps to improve the health and mental wellbeing of those taking part.

Fig 4: Plan of proposed Extension consisting of 24 starter beds



2.2 Project description

The board recognise that the long-term future of the community allotments was an issue and we feel that to secure the site by Community Asset Transfer is the best solution. Community Asset Transfer would give us more security and give us greater opportunities and better outcomes for the local communities of Erskine, Inchinnan and Bishopton to take part in what has been a growing leisure pursuit.

The community allotments are well established and have been independently managed since 1978. The board have already improved the site since 2016 by improving the access into allotment site by (1) Replacing the boundary fence on two sides (2) improving the main road surface to allow suitable wheelchair access, (3) creating an orchard and bio-diversity area where we introduced hedgehogs and bee hives and a communal polytunnel. The board intend to continue upgrading improvements to the facilities with the first being the addition of the 24 starter beds extension. Once this stage is completed we hope to move on to sourcing a suitable portakabin to use as a classroom in the main section.

Once the extension is complete it would mean that the facility would then be able to provide 69 growing plots in total made up of 40 full plots, 4 half plots, the 24 starter beds (raised beds) and one plot which is to be used for projects involving nurseries and schools.

The current site is already a sustainable site and with the additional space and our longer term future plans would increase that sustainability.

2.3 Project timeline

By adopting a phased approach to our proposed improvements to the Erskine Community Allotments we aim to improve the quality and provision of facilities and encourage greater community engagement over the next 3 years in line with the following timeline.

Phase 1 Erskine Community Allotment site and proposed extension

Phase 1 (2024/25)

- Completion of the Community Asset Transfer to and seek funding avenues to acquire the land comprising of the allotment site and proposed extension works.

Phase 2 Erskine Community proposed extension project

Phase 2 (2025/2026)

- Planning application for the proposed extension to commence the works as outlined in our Budget Cost Proposal document attached. **(Appendix i)**
- Seek funding avenues to commence the development of the proposed extension.

Phase 3 Development of the proposed extension

Phase 3 (2026/2027)

- Commence site preparation of clearing the site ready to install a 2m x 2m double leaf palisade steel entrance gate as described to secure the site.
- Purchase and lay a Terram/Weed Control Membrane and filling same with type one 50mm thick, level and compact same.
- Purchase pressure treated timber sleepers to build 24 raised planters (2 sleepers high) to be lined with black weed control membrane ready to fill with imported soil.
- Purchase wheelchair friendly self binding gravel 50mm thick to lay around the raised planters and communal area at front to complete the project.

2.4 Site location and access

Erskine Community Allotments is located on Barrhill Road and can be accessed from the Craigends Drive/Barrhill Road junction. The area covers around 0.75 hectares or thereby. The extension will have a new access as you approach from Craigends Drive to allow wheelchair access to the extension and the main entrance just a little further on. The current fence between the main allotments and the extension will be removed allowing free movement between the main area and the extension. **(Fig 5)** and **Appendix (ii)**

Fig 5:



In an effort to minimise disturbance to neighbouring properties caused by possible parking issues. This will be addressed by requesting that the plot holders will be asked to only park at the extension gate to drop off their tools compost and plants etc and that they need to then move their vehicle and to park beyond the main allotment entrance and walk back to the site.

2.5 Site history

Erskine Community Allotments are situated on a field that was originally part of a working farm called Lamont Farm. The farm itself became empty and derelict when work started in creating the Erskine new community and became the property of Renfrewshire Council and their predecessors. The farm buildings were retained and leased out to the Lamont Farm Project in 1977 and the project developed the allotment area into Lamont Gardens in 1978. As the gardens became popular the need to fund upgrades became evident and to do so the committee running the allotments took a decision to separate amicably from the farm and the name changed to Erskine Community Allotments in 2014 and went on to become a charity in its own right in 2016.

2.6 Needs analysis

Erskine Community Allotments has identified that the waste ground adjacent to the allotment site would provide an extension to house smaller starter beds. This would provide a variety of opportunities for users who are put off with the size of the current plots within the current site, notably:

1. *The number of requests received from users for smaller growing spaces, in particular by those who work full time.*
2. *Addresses the allotments long waiting list that is held which at present means at least 3 to 4 years to wait from when an application is made.*
3. *Supports the development of our future plans of improving and furthering the facilities at the allotments*
4. *It will work to improve the waste ground and surroundings and bring it into a usable space and functional improvements to the site.*
5. *Creates a functional communal space that will help to tackle health and mental well-being, loneliness and growing food to help maintain a healthy diet.*

3.0 Key People

3.1 Governance

Erskine Community Allotments is made up of 45 ordinary members and 45 associate members and children residing within Erskine, Inchinnan and Bishopton. These members are supported by the Board of Trustees with a variety of experience and qualifications.

Board members use free training provided through Just Enterprise, Engage Renfrewshire, Community Ownership Support Services (COSS),

Two board members take part in Renfrewshire Growing Grounds Forum quarterly to share knowledge with other groups within Renfrewshire.

Erskine Community Allotment's Annual General Meeting is held on the 2nd Sunday of October each year. Bi-monthly meetings are held on the 2nd Sunday of February, April, June, August, and October of each year to update members on plans that the trustees are carrying out on behalf of the members.

3.2 Team and Management

Erskine Community Allotments operate under the leadership of the voluntary board of trustees. These are:-

- **Rosemary (Ros) Scott** – Retired -Personal Assistant/Secretary, to the Head of HR (Mental Health Service) NHS,
- **Eileen Elder** – Retired - Training Co-ordinator, NHS, also involved in the local church community hub cafe
- **Ian Scott** – Retired - Gardener , over 20 yrs experience with Renfrewshire Council
- **Steven Long** – Retired - Podiatrist – NHS
- **Thomas Allan** – Retired – Airport Worker
- **Robert Niblock** – Retired – Engineer

The board of trustees meet monthly/bi-monthly to support our projects at a strategic level assisting with

- Strategic development and planning
- Sustainability and succession planning
- Policies and Procedures
- Supervise on project delivery and reporting

4.0 The Market

4.1 Customer base

Erskine Community Allotments exists to serve the local community of Erskine. It also serves the neighbouring villages of Inchinnan and Bishopton. Erskine new community was developed in 1970s as an overspill housing development for residents moving from and commuting to Glasgow. The first houses were occupied in 1971 in Bargarran and gradually developed into a several local areas over the years. It took a long time for any provision of facilities as Erskine grew in size.

The Erskine Community Allotments was the brainchild of Mr Andrew Riddle who was the Superintendent at Robertson Park, Renfrew and was involved in the original Lamont Farm City Farm and decided to create the garden area for food growing for the local residents. The access to membership of the gardens opened up to the residents of the villages of Inchinnan and Bishopton to take part and has remained as this to date.

The gardens were renamed in 2016 when the allotments were granted charity status to its present name.

The principal recipients of our activities and services, as determined through both community engagement, (via, Facebook posts, allotment visits, email requests for plots and informal chats) are as follows

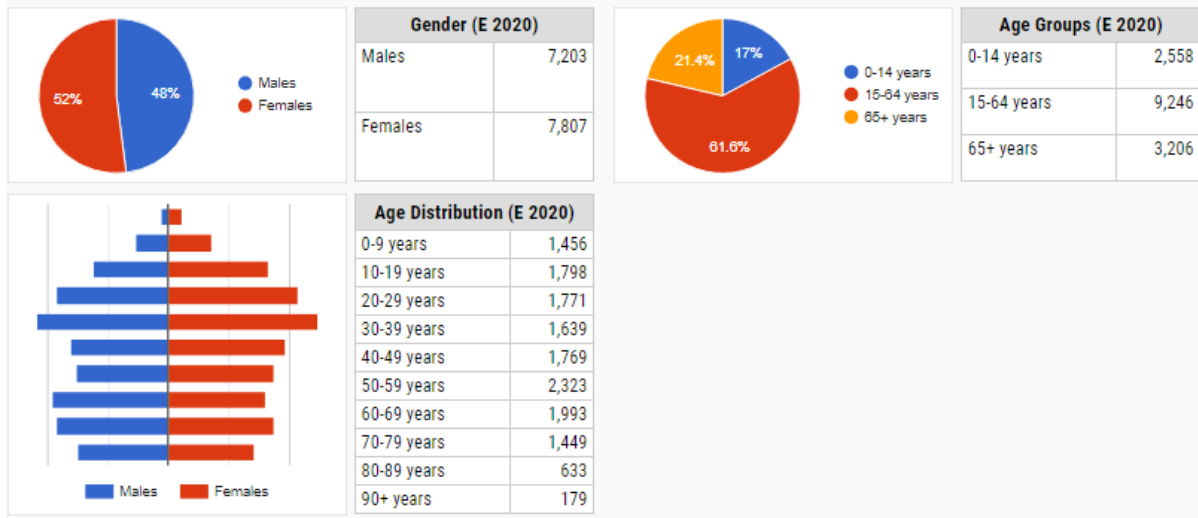
- *Families living local to Erskine, Inchinnan and Bishopton area*
- *Local young people whose families will have access to an affordable communal asset and experience*
- *Private organisations seeking the use of an allotment space for events such as filming*
- *Adults and young people who will engage in our planned educational programmes*
- *Children from early years establishments and schools to encourage engagement in growing food from an early age*

4.2 Population

At the last Scottish census in 2011 indicated that there were 15,995 people living in Erskine. In 2021 the estimated figure shows a decrease of - 0.52% (2016-2021) to show 14880 people (*Wikipedia*) (it should be noted that the Scottish census for 2021 was postponed to 2022 and the figures have not yet been revealed. The following figures are based on 2020 population structures. 21.4% of local people are aged 65+, (compared to 19% in Scotland). In addition, 17% are aged 0-14 (17% in Scotland) and 61.6% are of working age (64% in Scotland). Erskine covers an area of 6.370km² and the population density of Erskine was 2,336/km² in 2021 (*Wikipedia*). Breakdown of population structure (**See Fig. 6**)

Fig 6 (Population Structure)

Further information about the population structure:



4.3 Employment

There was more economic activity in Erskine than across Renfrewshire as a whole. Over 45% of people aged 16 to 74 were in full time employment which is higher than the Renfrewshire average (45.80%). 16.91% people were in part-time employment or looking after home or family. 8.93% of the people aged 16 - 74 were full time students. Approximately 5% were self-employed (7.5% in Scotland).

Unemployment rates are lower in Erskine than in the rest of Scotland 3.2% people received unemployment benefits locally which were lower than the average of 3.5 in Scotland.

The Majority of employment is made up of people (15.74%) Retail, (15.46%) Health and (10.80%) in Manufacturing. **(Fig 7)** and **(Fig 8)**

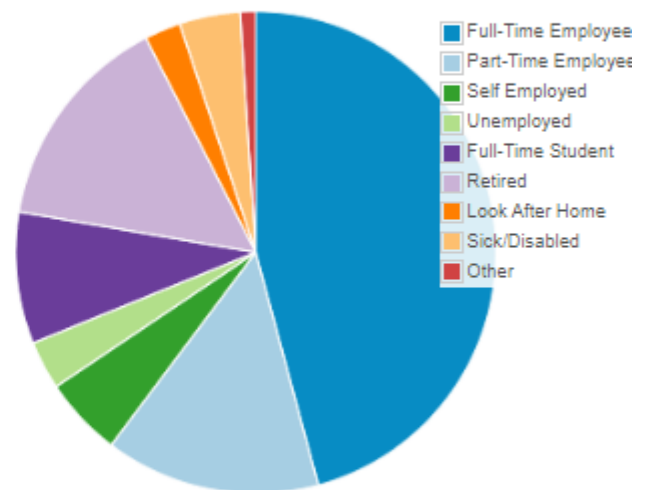
4.3 Employment (cont'd)

Fig 7: Economic Activity

Economic Activity

Figures for economic activity do not include those aged under 16, or those family members aged 16-18 who are in full-time education. This data is therefore based on 42.4 million of the United Kingdom's 57.8 million residents. The data was correct as of the 2011 census, which was a period of depressed economic activity.

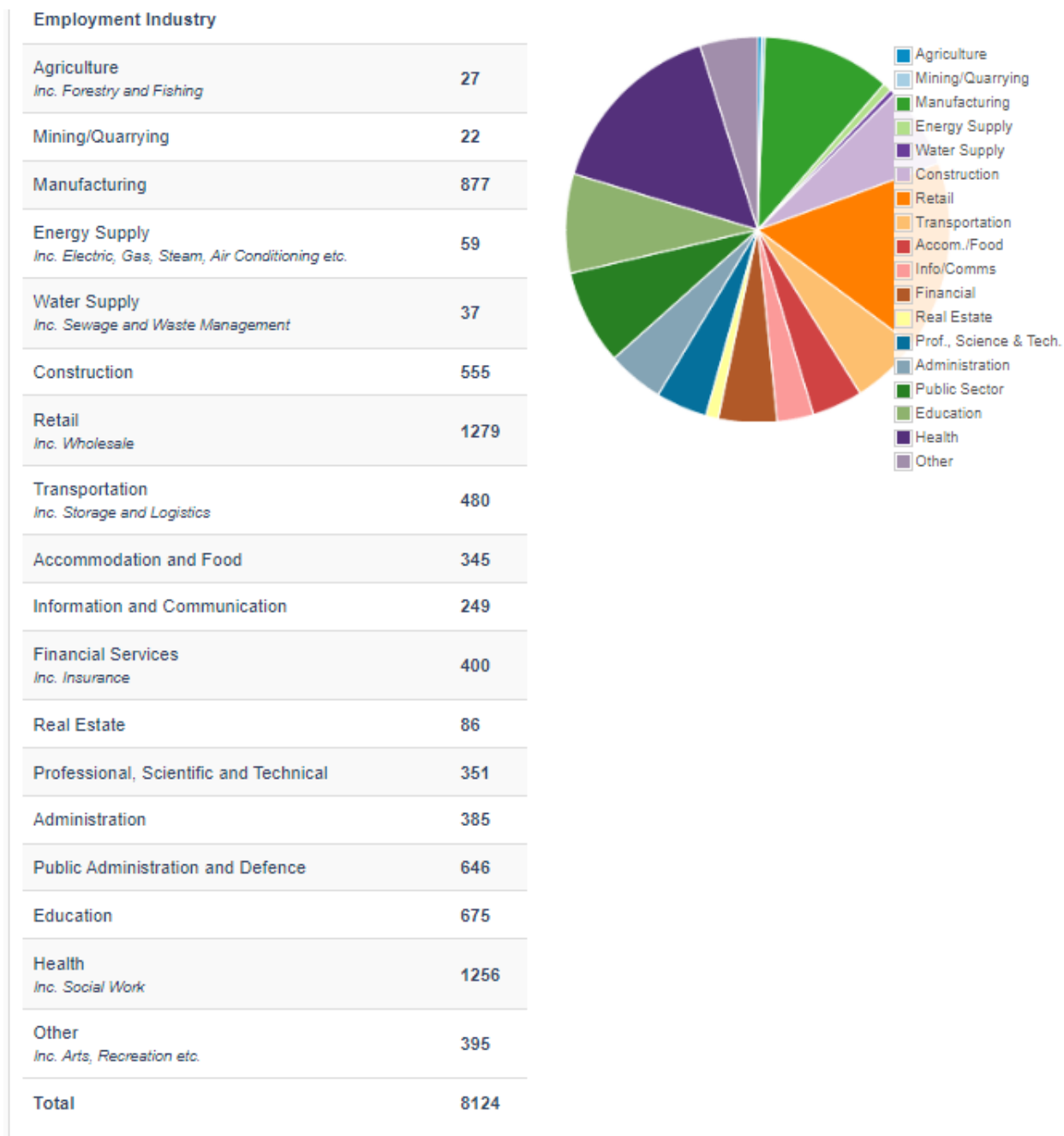
Economic Activity	
Full-Time Employee	5367
Part-Time Employee <i>(defined as 30 hours or less per week)</i>	1696
Self Employed	625
Unemployed	382
Full-Time Student <i>(with or without job)</i>	1035
Retired	1727
Looking After Home or Family	286
Long-Term Sick or Disabled	479
Other	122
Total	11719



4.3 Employment (cont'd)

Fig 8: Employment industry

This data on the next page is based on residents aged 16-74 who were in employment



4.4 Transport & connectivity

Erskine is a semi-rural commuter town and at least 90% of households have at least one car and at least 2 out of 3 people using a car to travel to work. Erskine is also serviced by a bus service which operates both an express service to Glasgow city centre and also has normal services to Glasgow, Inchinnan, Renfrew and Paisley and Glasgow Airport. Old Greenock Road connects Erskine to the M8 Motorway the Erskine Bridge and Bishopston. At the northern side of the A726 it also connects to the Erskine Bridge for travel to Clydebank on the north side of the River Clyde. This road cuts through the centre of Erskine itself and is also the primary road for travelling into Paisley.

Most premises in Erskine have broadband services with few with speeds below the Universal Service Obligations.

4.5 Education

Erskine has a secondary school Park Mains High School which is the largest school in Renfrewshire and one of the biggest in Scotland with up to 1,400 students and five primary schools, namely Bargarran, Barsail, Rashielea, St John Bosco and St Anne's, which are all state schools.

Levels of education qualifications across Erskine are generally higher in proportion than the Renfrewshire totals.

24% of people aged 16 and over do not have any qualification, compared to 27% in Scotland. Only 22% of local people have a qualification equivalent to a Level 4 and above.

4.6 Housing

Most dwellings in Erskine are terraced housing (44.66%), detached housing (23.37%) and Semi-detached (20.37%). These are followed by flats, maisonettes and apartments (11.60%). Housing tenure is made up of (26.31%) of dwellings are owner-occupied, (52.97) owned with Mortgage, (0.36%) are shared ownership (part owned/part rented) and (1.36%) rented from council, (1.56%) rented from housing association, (4.14%) rented from private landlords (0.63%) rented other and (0.33%) are rent free as can be seen in **Figs 9 and 10** below. Most housing association houses are found in Bargarran, North Barr and Park Mains area of the town with 615 houses in Millfield Estate alone The rest of the private housing mostly found in the west part of town, e.g. Garnieland, Flures Drive, Hawthorn Parkvale, Parkinch, St Annes and West Freelands.

There are no Council Tax Band 'A' houses in Erskine with the majority of housing in Erskine placed in Bands 'B' and 'C' which reflects the fact that most of those in these bands were ex-housing association housing. The Bands 'D' to 'G' are mostly located in the west part of the town.

4.6 Housing (cont'd)

Fig 9: (Housing Types)

Housing Types

Housing Types

Detached	1490
Semi-Detached	1299
Terraced	2848
Flat (Purpose-Built)	726
Flat (Converted)	11
Residence in Commercial Building	3
Total	6377

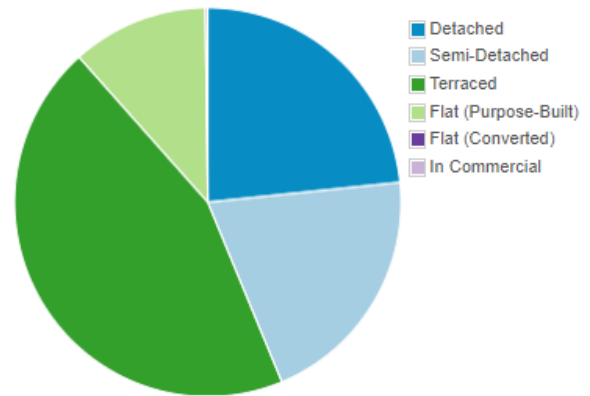


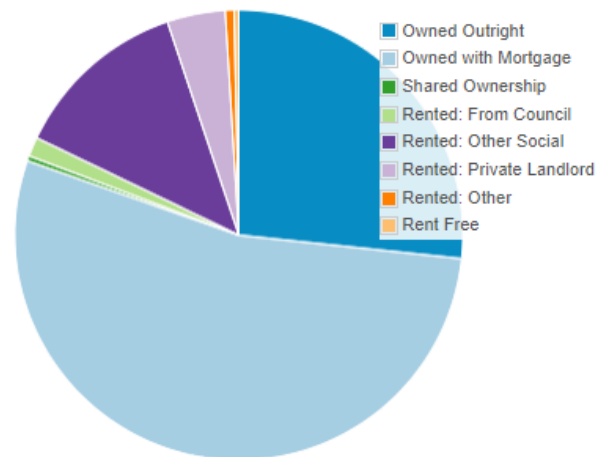
Fig 10 Housing Tenure

Housing Tenure

[↑ Back to Top](#)

Housing Tenure

Owned Outright	1678
Owned with Mortgage	3378
Shared Ownership	23
Rented: From Council	87
Rented: Other Social	801
Rented: Private Landlord <i>inc. letting agents</i>	264
Rented: Other	40
Rent Free	21
Total	6292



4.7 Health and Wellbeing

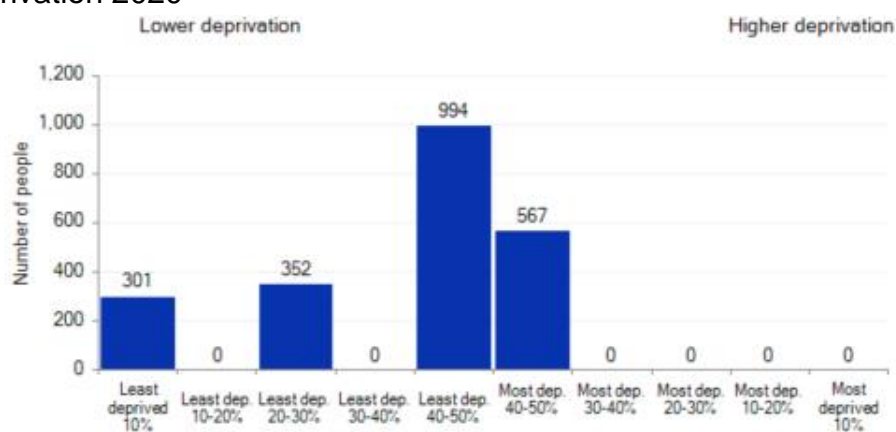
The general health levels of people in Erskine is more positive than the Renfrewshire average, with approximately 80% believing to have 'very good' or 'good' health level and the day-to-day activities of Erskine residents are not as limited as those residents across Renfrewshire. 4.09% of Erskine residents are living with a long term illness or disability.

Access to allotments in general have been reported by GP practices throughout Scotland as being a good resource in promoting exercise to encourage good health and wellbeing in patients.

4.8 Standard of living

The Scottish Index of Multiple Deprivation (SIMD) ranks 6,976 data zones in Scotland based on Income, employment, education health, housing, crime, and geographic access to services. Overall, the majority of people in Erskine live within the 5th and 6th deciles of deprivation on the SIMD. All inhabitants of Erskine live within the 50% most deprived areas in Scotland regarding geographic access to Services. In addition, 35.5% of people live within the 20% most deprived areas in Scotland in this domain. No one in Erskine lives within the 20% most deprived areas in Scotland regarding income, employment, education, health, housing and crime. **(Fig 11)**

Fig 11: Number of people in each deprivation decile, Scottish Index of Multiple Deprivation 2020



4.9 Market research

There has been an increase in the number of people who are interested in growing their own food and this is shown by the number of people who have been added to our waiting list for a plot despite the long waiting time involved to be allocated one.

We held a member's survey of 44 members and 23 members (all local residents) responded positively to the survey (52.27%).

A small community survey was carried out in August 2022 at our annual open day to gauge support. A total of 50 paper surveys were handed out on the day. Survey and responses represent views from 30 adults and children (60%).

A follow-up quick one question survey was held on 2nd September at our Doors Open Day event based on "*Erskine Community Allotment's interest in taking ownership of the allotment space*". "Is this something you would be supportive of". We had over 100 visitors that day and we received 66 responses from people of all ages (66%). **Appendix (ii)**

4.10 Social Value

The Social value provided by Allotments can be seen by the information documented in **Appendix (iii)**

5.0 Finance

To support this proposal financial details of our Income and Expenditure Account for the Years, 2018/2019, 2019/2020, 2020/21 (**Fig 12**), along with our Audited Accounts for 2021/2022 are submitted along with the fully costed budget proposal for the extension ground (**Appendix (i)**). Year end accounting period 2022/2023 is 31 October 2023.

We intend applying to the newly launched Sustainable Communities Fund to help support our plans for the proposed starter beds extension.

Trading Income

Erskine Community Allotments has been trading successfully as can be seen from our Income and Expenditure Accounts from 2018 to 2021 and our Audited accounts for 2021-2022.

Investment in Erskine Community Allotments to Date

Previous investment in the allotments since 2016 to date is £32,264.60. Details of where we invested the resources below:

- Replacement fence on 2 sides £5463.60
- New access road surface £6963
- Composting toilet £2488
- Orchard £2850
- Poly Tunnel £14,500

Income

Annual Membership Fees (based on 2021/2022 annual accounts:

▪ £20.00 per full plot - 44 Plots	£800.00
▪ £10.00 per half plot - 4 Half Plots	£ 40.00
▪ 3 plots relets (1 full, 1 half)	<u>£ 30.00</u>
Total	£870.00

Annual Fundraising (Annual Seed Catalogue (discount received from sales) and Annual Open Days based on the 2021/2022 annual accounts.

- Seed Orders - £811.00 (discount to be deducted £100.00 for group's funds)
- Open Day receipts - £936.00

Donations

- £700.00 BBC
- £20.00 Group member

To generate additional income sources we can achieve this through the following:

Seed and plant sales;

Fruit and vegetable stall depending on the season;

Dedicated gardening classes in how to grow fruit and vegetables successfully in a small place (these would be available for a small charge)

Expenditure (based on 2021/2022 annual accounts:

- SAGS & NALGS Membership £180.00
- Insurance £184.00
- Seed Order £711.00
- Fundraising Expenses £188.00
- General Expenses £227.00

Ongoing Costs

- Professional fees (In 2021/2022 we lost our current auditor who carried out our audited accounts free of charge and had to employ a new auditor (this cost will show in our 2022/2023 accounting period onwards).
- SAGS & NALGS Membership
- Insurance (includes Public Liability Insurance)
- Stationery
- Computer sundries
- Administration
- General sundries

Fig 12: 3 year Income and Expenditure Accounts

Income	2018-2019 £	2019-2020 £	2020-2021 £
Donations	750	302	1,017
Grants	9,806	0	0
Fundraising Activities	610	0	724
Gross Trading Receipts	448	431	779
Subscription Fees	830	830	840
Proceeds of Moveable Asset – Container	0	0	54
Proceeds of sale of excess cement	0	0	10
Money returned of unused grant funding to account	0	0	16
Total Income	£12,444	£1563	£3,440

Expenditure	2018-2019 £	2019-2020 £	2020-2021 £
SAGS Membership	90	123	132
Insurance (Public Liability)	172	184	183
Gross Trading Payments	389	389	668
Direct Charitable Payments	48	0	0
Fundraising Expenses	53	0	125
Administration	22	122	41
Expenses (Grounds Maintenance)	0	0	18
General Expenses	49	51	335
Donation to other Charity	50	50	0
Donation of equipment to Lamont Farm	0	0	62
	873	919	1,584

Purchase of Fixed Asset	£	£	£
Polycrub kit (2018/2019) & fittings(2019/2020)	6,180	4,911	0
	7,053	5,830	1,584
Total Expenditure	£5,391	-£4267	£1856
Cash and Banks at Start of Year	2,597	7,988	£3721
Surplus/Deficit shown on Accounts	£5,391	-£4267	£1,856
Cash and Bank Balances at End of Year	£7,988	£3,721	£5,578

6.0 Conclusion

Erskine Community Allotments have worked hard to establish a very strong group and now find that with the growing number of houses springing up we felt there was a chance that we could possibly lose our allotment space and decided that the best option to secure the site, would be to acquire the land through community asset transfer (buy out) of both the current allotment space and the adjacent waste ground at the side to ensure that the allotments would be safe from any future housing developments.

7.0 Appendices

- (i) Budget Proposal for Extension site
- (ii) Erskine Community Allotments site map
- (iii) Social Value Information
- (iv) Survey Report
- (v) Erskine Community Allotments Priorities Matrix
- (vi) Emails in Support of our Application
 - (a) Councillor Michelle Campbell
 - (b) Councillor Iain Nicolson
 - (c) Councillor Sam Mullen
 - (d) Councillor Alec Leishman
 - (e) Erskine Community Council have given an initial response, but the proposed meeting did not take part due to community council AGM I have attached my response to their questions
- (vii) 2 sample survey forms with supportive comments from Millfield Estate residents (names have been redacted)
- (viii) Copy of age related survey sheets held at open day on 2nd September 2023 showing comments of support.

7.0 Appendices

- (i) Budget Proposal for Extension site
- (ii) Erskine Community Allotments site map
- (iii) Social Value Information
- (iv) Survey Report
- (v) Erskine Community Allotments Priorities Matrix
- (vi) Emails in Support of our Application
 - (a) Councillor Michelle Campbell
 - (b) Councillor Iain Nicolson
 - (c) Councillor Sam Mullen
 - (d) Councillor Alec Leishman
 - (e) Erskine Community Council have given an initial response, but the proposed meeting did not take part due to community council AGM I have attached my response to their questions
- (vii) 2 sample survey forms with supportive comments from Millfield Estate residents (names have been redacted)
- (viii) Copy of age related survey sheets held at open day on 2nd September 2023 showing comments of support.

7.0 Appendix (i)

Erskine Community Allotments Expansion

(Registered Charity No. SC046634)

Budget Cost Report
1st September 2023



Renfrewshire
Council

The Works

Expansion of community allotment site to accommodate additional users.

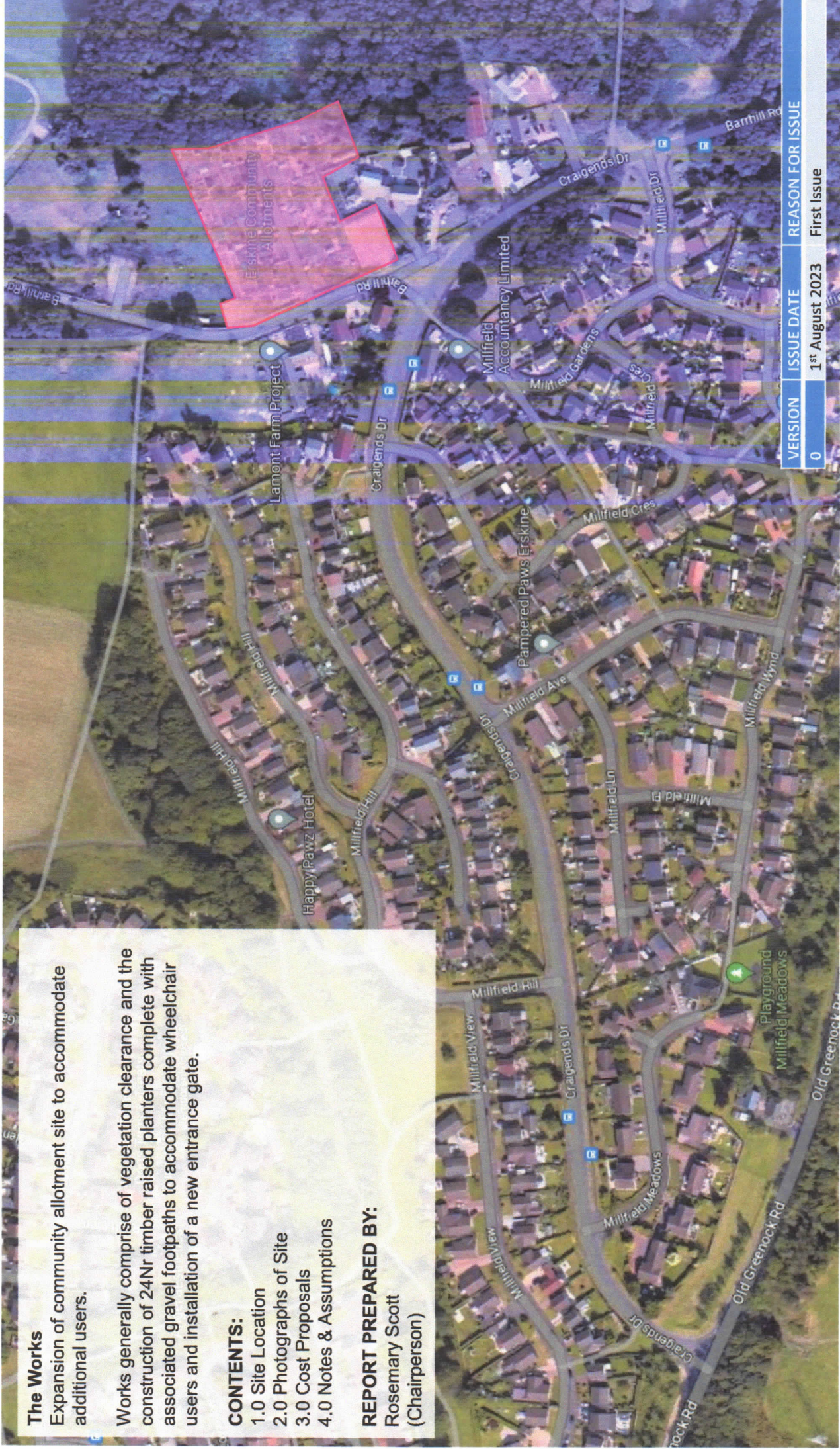
Works generally comprise of vegetation clearance and the construction of 24Nr timber raised planters complete with associated gravel footpaths to accommodate wheelchair users and installation of a new entrance gate.

CONTENTS:

- 1.0 Site Location
- 2.0 Photographs of Site
- 3.0 Cost Proposals
- 4.0 Notes & Assumptions

REPORT PREPARED BY:

Rosemary Scott
(Chairperson)



VERSION	ISSUE DATE	REASON FOR ISSUE
0	1 st August 2023	First Issue



Current Allotment Area

Erskine Community Allotments

Proposed New Entrance

Proposed Expansion

Lamont Farm Project

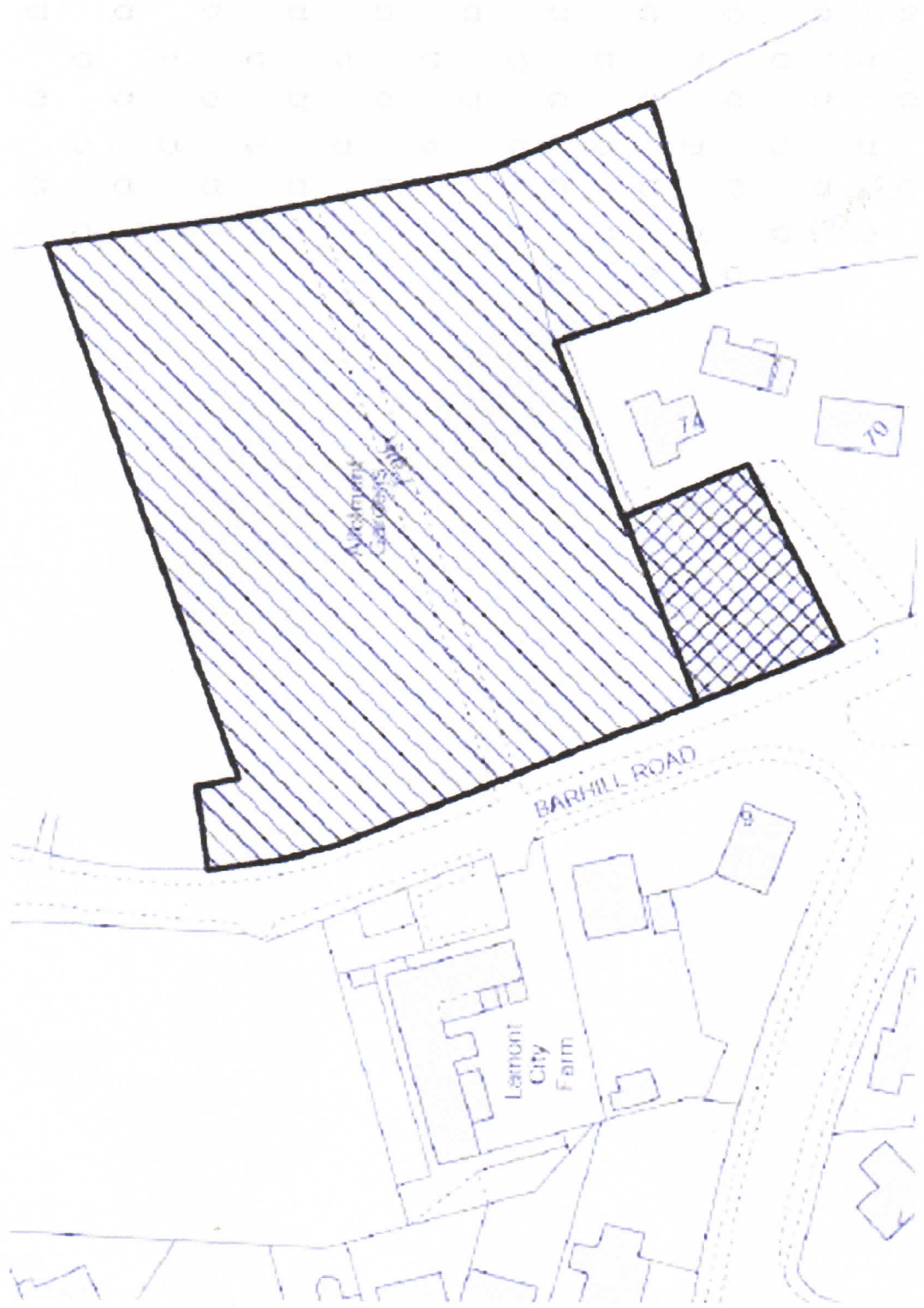
Barhill Rd

Craigends Dr

Millfield Cres

Barhill Rd

Craigends Dr



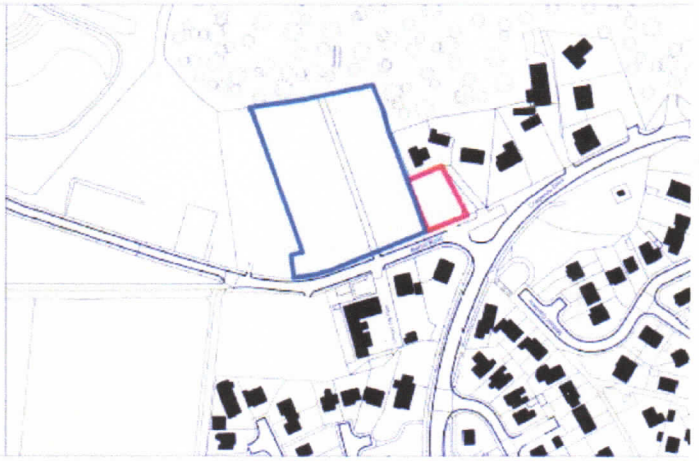


Project:
Erskine Community Allotments

Drawing:
Location & Site Plan

Scale:
1/2500 & 1/200 @A3

- Site Boundary
- Existing Allotments
- Lighting Points
- Hard Surface Area
- Bound Gravel Area



3mtr x 3mtr x 0.4mtr high Timber Raised Planters c/w Imported Topsoil

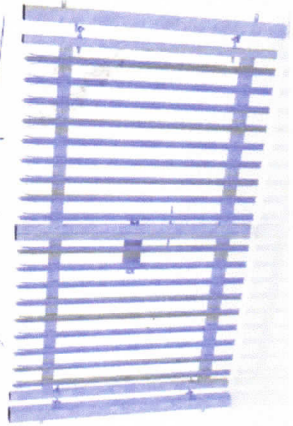
Existing Allotments



2mtr/1mtr wide Wheelchair Friendly Self Binding Gravel Paths

BARHILL ROAD

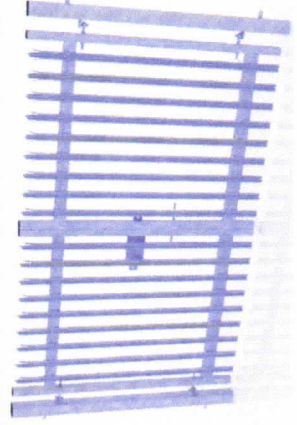
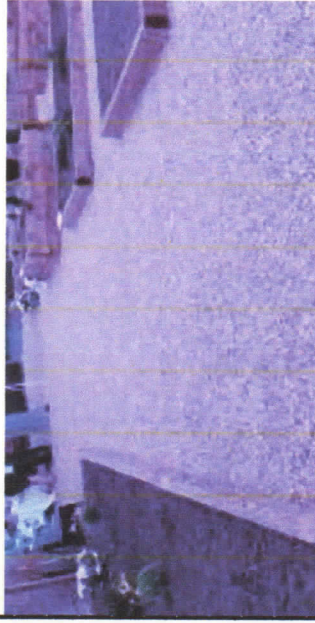
2.0m x 2.0m Double Leaf Palisade Security Gate





**ERSKINE COMMUNITY ALLOTMENTS EXTENSION
HIGH-LEVEL COSTS**

REF	DESCRIPTION	UNIT	QTY	RATE	TOTAL
	<u>SITE PREPARATION</u>				
a	Remove vegetation, shrubs and the like including disposal	594	m2	£ 2.50	£ 1,485.00
b	Supply and lay Terram/Weed Control Membrane.	594	m2	£ 1.88	£ 1,116.72
c	<u>FILLING</u> Type 1; 50mm thk	30	m3	£ 74.53	£ 2,213.59
d	<u>SURFACE TREATMENTS</u> Level and compact; type 1	594	m2	£ 1.00	£ 594.00
e	<u>RAISED PLANTERS: 3mtrx3mtr; 400mm high (24Nr)</u> Softwood Timber Sleepers; 200x100mm pressure treated	576	m	£ 12.50	£ 7,200.00
f	TIMCO Timber Screws; 6.7x200mm; Green	384	Nr	£ 1.34	£ 514.56
g	Weed Control Membrane; Black	347	m2	£ 1.88	£ 651.53
	<u>IMPORTED TOPSOIL</u>				
h	Filling to planters	75	m3	£ 73.19	£ 5,508.27
	<u>GRAVEL FOOTPATHS</u>				
i	Wheelchair Friendly Self Binding Gravel; 50mm thk	279	m2	£ 11.40	£ 3,184.60
	<u>STEEL ENTRANCE GATE</u>				
j	2.0m x 2.0m Double Leaf Palisade Security Gate	1	Nr	£ 853.95	£ 853.95
ERSKINE COMMUNITY ALLOTMENTS EXTENSION HIGH-LEVEL COSTS				£	23,322.22



For and on behalf of

Erskine Community Allotments (Registered Charity No. SC046634)

Rosemary Scott

CHAIRPERSON

MOBILE: 07803 167 422

7.0 Appendix (ii)

Community Allotments, Barhill Road, Erskine

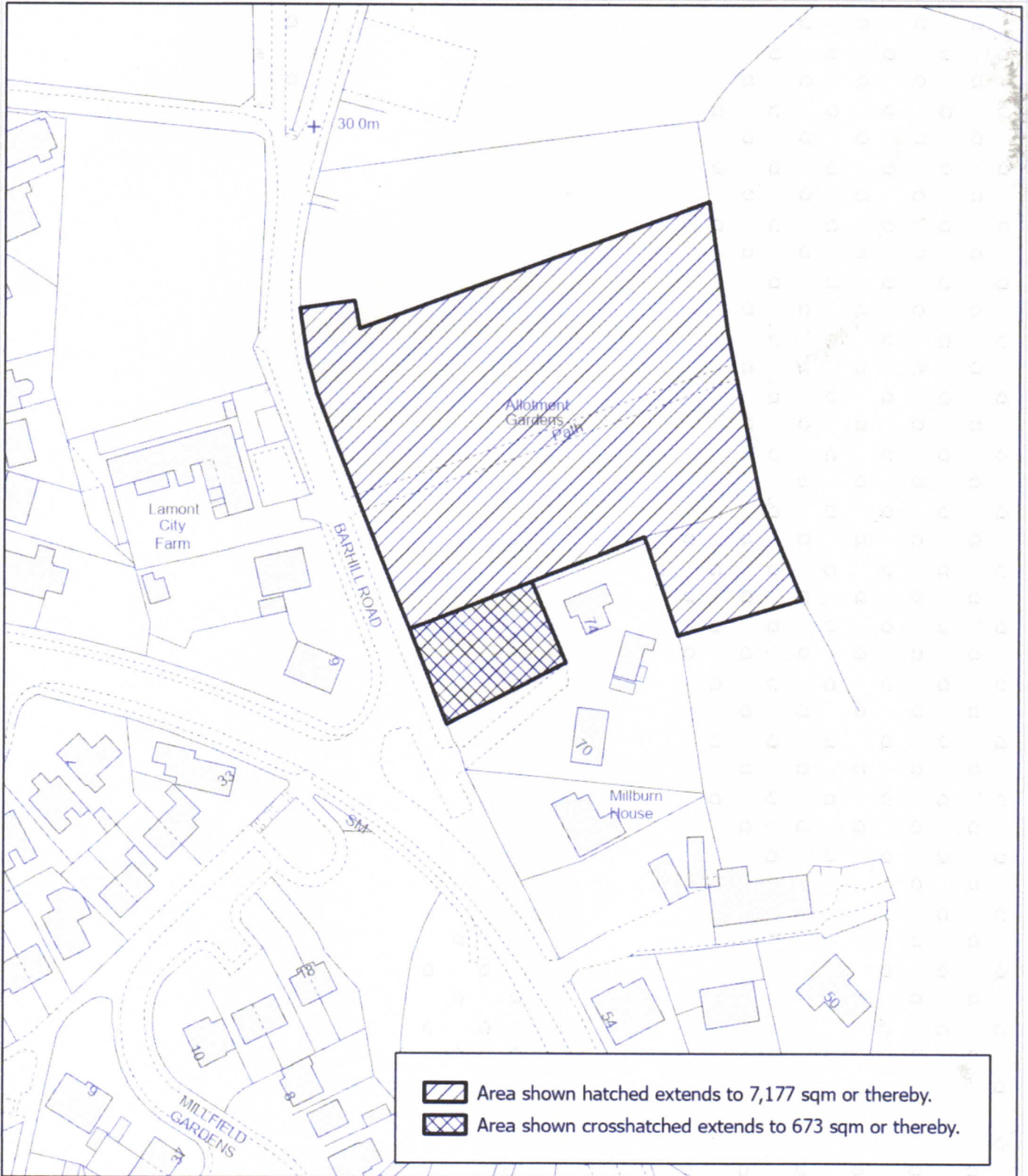
Plan Ref: E2645B



Scale: 1:1250

User hocraigj1

Date 24/05/2023



Notes:
enter text here

7.0 Appendix (iii)

Erskine Community Allotments Social Value

The work of the Erskine Community Allotments contributes towards the following national and local outcomes:

Scottish Government National Outcomes		
Target	Erskine Community Allotments (ECA)	Evidence source
Percentage of adults who rate their neighbourhood as a very good place to live	Allotments are known to have a positive impact on how communities view their environment	Various academic sources
Reducing the percentage of adults who report feeling lonely "some, most, almost all or all of the time" in the last week	Providing purposeful activity in a shared space with opportunities for social contact	We have an open door policy in place in that if a member is in the allotments, the door is open to visitors
Increasing the number of assets in community ownership	By owning the land providing scope to bring in additional funding and increase community benefit	Erskine Community Allotments' CAT application and funder interest
Increase the percentage of adults who agree that, in their neighbourhood, there are places for people to meet and socialise	ECA is open a minimum of 6 hours each day throughout the year and has its own communal areas	Opening hours online
Increasing social capita, the resource of social networks, community cohesion, social participation, trust and empowerment	ECA is open a minimum of 6 hours each day and the 44+ members enjoy considerable responsibility and creativity	We hold a membership register and considerable sized waiting list
Proportion of adults making one or more visits to the outdoors per week	ECA is open a minimum of 6 hours each day and 40+ members attend regularly	Most members make 2 to 3 visits each week
Reducing the amount of household waste, part of our carbon footprint, generated in Scotland	ECA encourages the reuse of existing or discarded items reducing waste	Compost bins, reuse of plant pots, sourcing wooden crates for raised beds, capture of rain water for watering, woodchip (supplied free from tree surgeons) for internal paths , Manure waste from Lamont Farm Project

Improving the average score on Warwick-Edinburgh Mental Wellbeing Scale (WEMWBS)	By providing purposeful activity and social contact	Erskine Community Allotments' CAT application
Percentage of adults who have attended or visited a cultural event or place in the last 12 months - or participated in them	ECA holds an annual Doors Open Day which is well attended with around 100-150	Renfrewshire Doors Open Days website
Child wellbeing and happiness and the proportion of children aged 4-12 who had a "abnormal" or "borderline" total difficulties score	By working in partnership with the local high school	Awaiting on School to come back with date to start mentoring,
Biodiversity and the abundance of terrestrial species	ECA is home to 12 bee hives which benefit from the flowers in the allotments. Hedgehogs have also been introduced to the orchard area	Awaiting for Bee keeper statement to be received
Renfrewshire Council Outcome Delivery Plan – 2017-27		
Promoting wellbeing and good mental health, particularly in our young people	ECA's growing links with schools will enable young people from vulnerable backgrounds access to the health and wellbeing benefits of nature	Nursery and School visits are being organised for next year
Promoting healthy lifestyles that support both physical and mental health	ECA promotes access to healthy outdoor activity and social contact and has plans to increase the provision of growing spaces to a wider range of individuals	Erskine Community Allotments' CAT application
Tackling isolation and loneliness, by connecting people to their communities, and to services	ECA provides opportunities for social engagement in a safe and secure setting	See Allotment users statements on benefits on next page
Managing risk of harm and offending behaviour	ECA provides regular opportunities for those doing community service in a setting they feel valued in	Testimonial from community justice team

Academic Evidence of Social Value:

There have been several academic attempts to capture the value of allotments to allotment users and local residents. These tend to use 'Willingness to Pay' assessments of value based on what local people and participants would pay in the 'market' for the benefit enjoyed by access to allotments. One of these is 'Valuing non-market benefits derived from allotments in southeast England: A contingent valuation study' in the International Journal of Sustainable Development & World Ecology 13, (2006) 103-112. The study analysed three different allotments. It found that: "The mean annual WTP for keeping allotments of allotment holders were £78.93, £35.64 and £79.43, and for local residents were £41.66, £46.14 and £283.57, in Wye, Ashford and London, respectively".

The willingness to pay is higher for local residents rather than allotment users because there is a fear that by offering a higher value, the allotment users would then be charged that value. If even the lowest resident willingness to pay (£46.14) was applied to the number of local residents with 615 households around the ECA area this would produce significant social value.

A more recent study 'A case-control study of the health and well-being benefits, of allotment gardening' in the Journal of Public Health, Vol. 38, No. 3, pp. e 36-e 44 Publication, October 29, 2015 notes: "*Engagement with both wild and cultivated natural places improves self-esteem and mood – reduces stress and anxiety and fosters mental well-being. Furthermore, being physically active while exposed to nature ('green exercise') provides additive benefits for mental well-being above those received from contact with nature alone. These benefits are derived from all types of natural environments and from durations of exposure from 5 min upwards*". The main findings included:

- allotment gardeners reported significantly higher levels of self-esteem and mood, with reduced levels of fatigue and depression and greater feelings of vigour
- allotment gardeners achieved better scores in terms of reduced levels of psychological distress and abnormal functioning
- one session of allotment gardening can result in significant improvements in self-esteem and mood via reductions in tension, depression, anger and confusion
- participants who attend an allotment for a short period just once per week can experience a similar magnitude of improvements in self-esteem and mood as participants who attend more regularly for longer periods of time
- non-gardeners had a significantly higher BMI than allotment gardeners
- the health and well-being benefits of allotment gardening do not deteriorate over time.

Allotment

Volunteer Hours:

Another benefit of Allotments is the volunteer hours they produce. This can be valued.

There are two types of volunteer activity. The Management Committee meets bi-monthly and is attended, by up to eight individuals. HM Treasury Guidance on Appraisal techniques 'Wellbeing Guidance for Appraisal: Supplementary Green Book Guidance' recommends that a value of £911 per volunteer per annum is applied in the appraisal of projects which include volunteering. For the Erskine Community Allotments Management Committee alone this amounts to **£7,288 per annum**.

In addition there are over 40 members. There is a degree of debate as to whether the latter form of participation represents beneficiary involvement or volunteering or not. One approach might be to estimate only the time invested by members of Erskine Community Allotments

in the 'Wider Community Benefit' activities (see below). Allotment holders also contribute volunteer time to communal events e.g. 6 to 8 other volunteers regularly participate in these throughout the year. This would add a further £6,377 per annum to the calculated value of Erskine Community Allotments annual social value generated through volunteering.

This gives some indication of the considerable value of volunteer time invested by those at Erskine Community Allotments.

Allotment User Benefits:

Below is some of the comments of allotment users from a survey that was taken:

- "that their mental health and wellbeing has improved, as has their physical health";
- "being able to relax after a stressful day at work they are able to take home the fruits of their labour with tasty fruit and vegetables, even having flowers for the vase";
- "you meet people with the same interest. There is the opportunity to be outside and learning how to grow various fruit and vegetables from other members";
- "it gives people a reason to get out of the house and into the fresh air and brings people together with a combined love of gardening and growing things";
- "sense of wellbeing vastly improved by allowing breathing space whilst being at one with nature and providing fresh home grown goodness for my family";
- "excellent hobby, especially when retired, keeping you motivated and active";
- "it is a community in every sense of the word and a real joy to be part of. An increase of younger families has brought fresh life and vitality as well";
- I have somewhere local I can come to to meet people and garden. Having an allotment has been very beneficial to my mental health and wellbeing";
- "nothing tastes as good as home grown fruit and veg. Also a great sense of community and sharing";
- "growing your own produce is an interesting and rewarding experience. Sharing knowledge and advice from other allotment members is valuable. Sharing produce with family, friends and neighbours is good for the community.

Wider Community Benefit:

Erskine Community Allotments work with a number of local partners and has plans (specified in its CAT proposal) to increase partnership working. These include:

- Mirin Day Opportunities which has its own space on the allotments where six including carers tend their plot.
- The Community Payback Team has been a partner since 2014, with between three and six people turning up regularly to carry out work under supervision, learning new skills and growing their own food. Unfortunately they had to give up their plot due to other priorities within the community payback scheme. We still have contact with them and they still come and help out within the allotments when available.
- Park Mains High School Garden Project. To help in an advisory criteria and to help the pupils who have no interest in academic subjects gain a certificate in association with the Royal Horticultural Society

In addition to the above Erskine Community Allotments are in discussion with a local nursery around possible partnership working.

Renfrewshire Council Cost Savings:

Erskine Community Allotments have already invested in improving the experience of those visiting, both allotment users and visitors. Funding has been raised, for example, to erect protective fencing (£5,463) resurfacing a rough access main path to a tarmac surface (including investment by individual allotment users) (£6963) to improve access for people with disabilities and mobility problems, accessible Composting Toilet (£2488), Orchard with biodiversity area (£2,850) and a communal Polytunnel (£14,500) (Total investment since 2016 totals £32,264. In fact our improvements over the years have been instrumental in opening up the allotments and communal areas within it to offer a more inclusive experience. These are upgrades to improve access and enjoyment for a wider community that the Council would have been unlikely to have supported. We have no car parking only on street.

The Community Empowerment Act introduced a range of legal requirements around the provision of allotments for communities including the maintenance of waiting lists and a duty to meet certain thresholds for provision. The CAT would provide opportunities for Erskine Community Allotments to work with Renfrewshire council to help it meet its legal requirements.

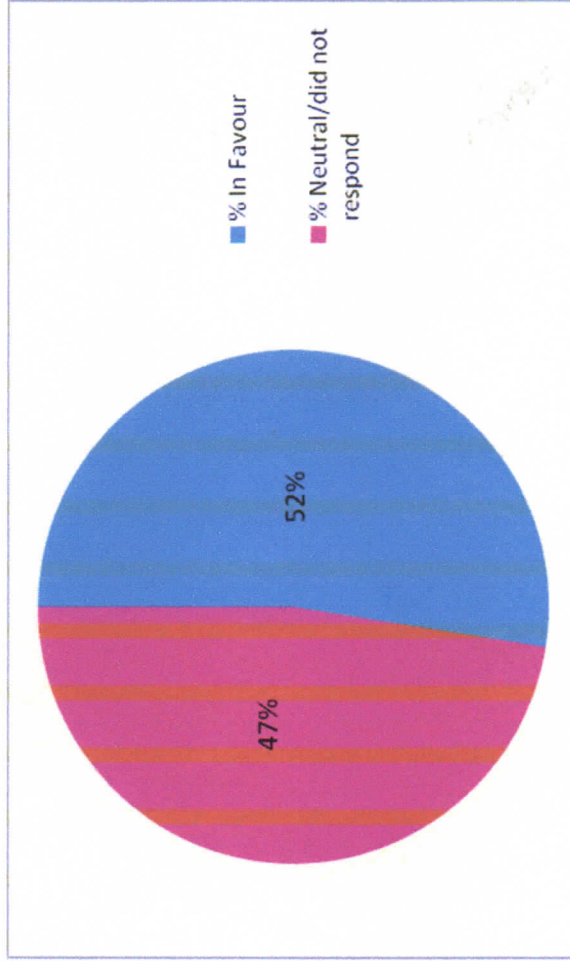
Appendix – (iii):

Erskine Community Allotments Community Survey Report

Surveys were taken and the results show that of those that completed the survey the overall response was that they were supportive of our plans. (a) Completed by those who use the facility at present along with the current usage of the space. (Fig 1) and (Fig 2); (b) Completed by local people (c) Completed by age group split

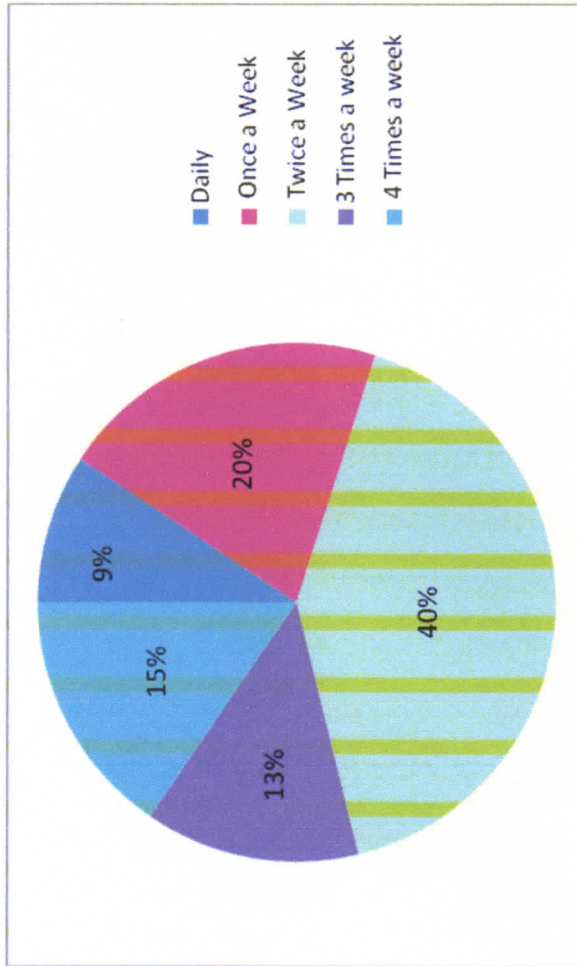
(a) **User Group members Surveyed in favour of plans:** From the responses received 52% of members supported the proposal and 47% are either neutral/did not respond.

Fig 1: % of Members who responded to the question 1: *“would you be supportive of the group acquiring ownership of the site through Community Asset Transfer”*



Current usage of the Allotment site: Members, Associate Members and children use the site differently with some visiting to work on their plots on a daily basis, once a week, twice a week and even three times a week at different times of the day as can be seen in (Fig 2) below:

Fig 2: Breakdown of member visits to the allotment site on a regular basis.



No People	No People	No People	No People	No People
4	9	18	6	7
9%	20%	40%	13%	15%
Daily	Once Week	2 x Week	3 x per week	4x per week

(b) Surveys completed by local people: In surveys carried out in 2022 and 2023 we asked the question: ***“Would you be supportive of the group acquiring ownership of the site through Community Asset Transfer?”*** of the 50 survey forms we handed out in 2022 we had 31(62%) positive responses in favour and 19 (38%) made no comment. In 2023 we had a survey sheet available at our open day where we had 66 (55%) positive responses out of 100 people. Combining the two surveys together, 97 (65%) of people asked out of 150 responded positively to our proposal. (Fig 3 and Fig 4) below

Fig 3: 2022 Survey

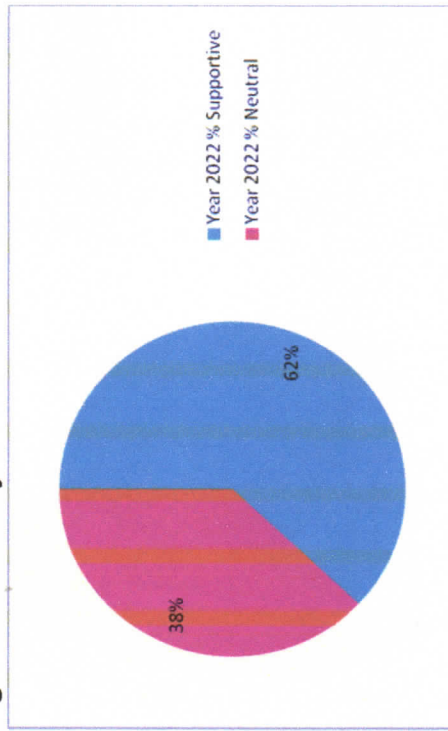
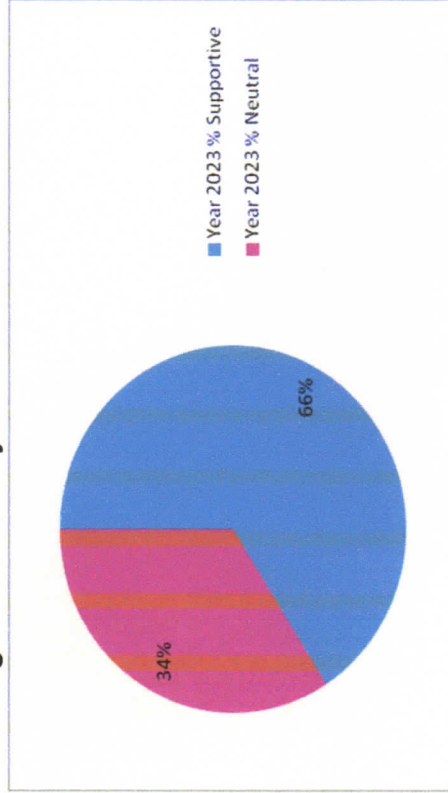


Fig 4: 2023 Survey



(c) **Survey Completed by age group split:** In survey carried out in 2023 was based on age groups we asked one question: **“Would you be supportive of the group acquiring ownership of the site through Community Asset Transfer?”** (Fig 5)

Fig 5: Breakdown of age group splits

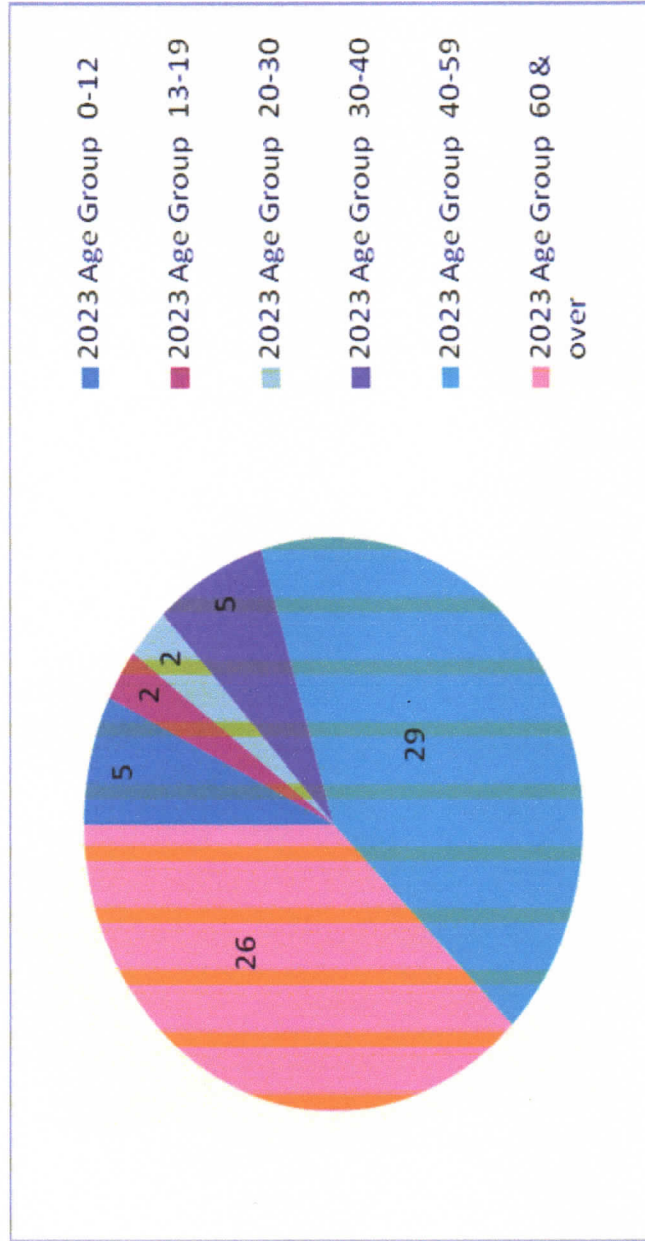
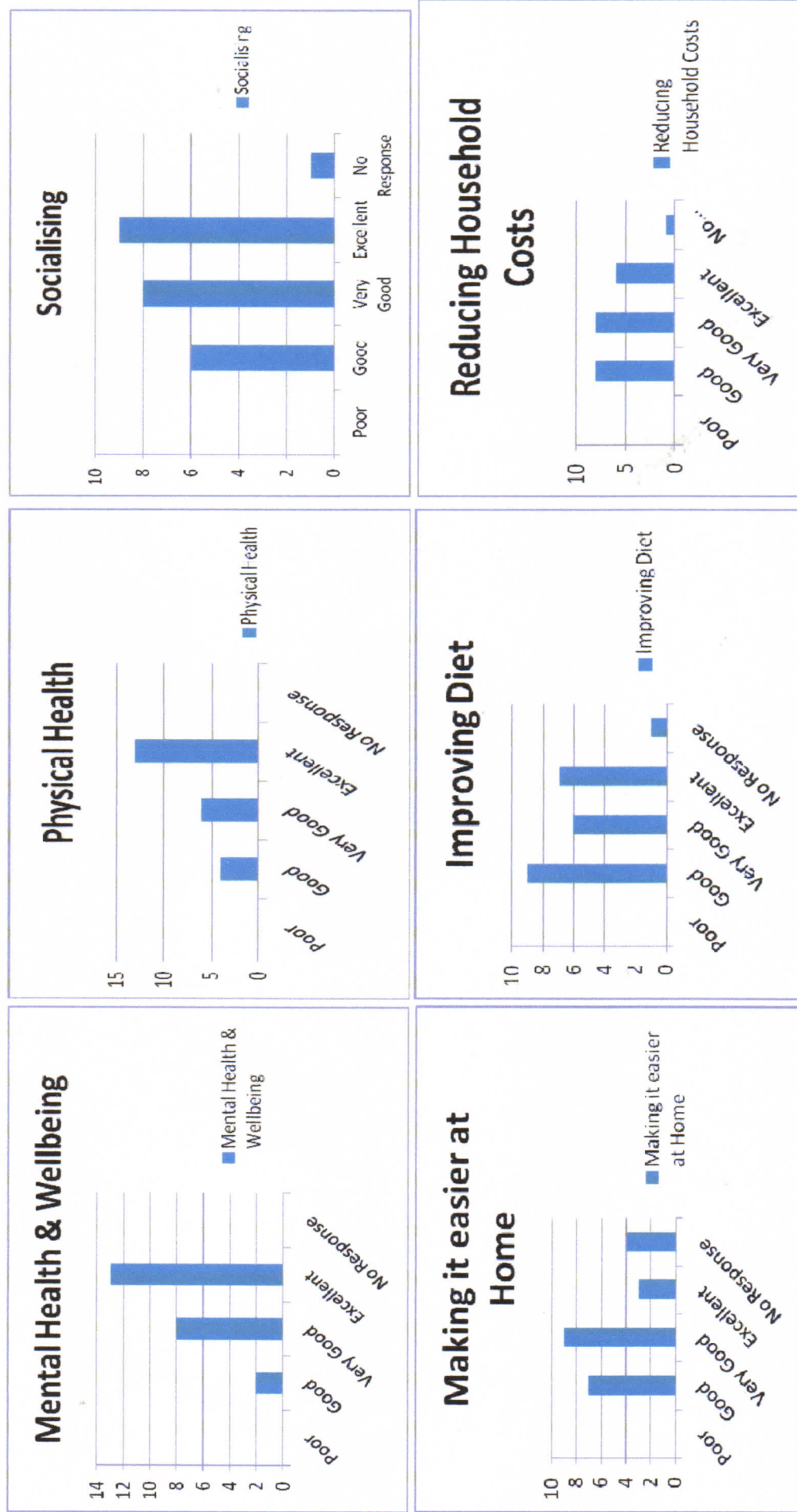


Fig 6: As part of the survey of allotment users asked a question as to what benefits they felt from being able to access allotments with the results being noted below.

Fig 6 Q2: Extent allotments have helped in respect of benefits to those participating (ie mental health and well being):



Suggestions and ideas received during the surveys

31 comments were submitted including

- Plant sales
- Kids club
- More open days
- Expand the allotments to accommodate more growing space
- Bring pre-5 children in to learn how to grow food
- Community food transfer
- Summer programme for children
- "How to grow your own" classes
- Child/school mentorship
- Classes for adults on how to grow vegetables and fruit
- Regular selling of produce
- Children friendly gardening
- School involvement
- More open days
- That we just remain open for people to visit

General comments on proposal

Over 66 supportive comments were received to the proposal. We have only had 2 people who were unsupportive as they lived close to the allotments. Concerns raised was the increased activity in the area (based purely on parking). This concern can be alleviated by requesting allotment users especially at the proposed extension to park their vehicles beyond the main gate of the allotments or where possible if the reside closer to walk to the allotments here are some of the comments:

- " I fully support the proposal and hope you may be able to expand the allotments and have summer programmes for kids."
- "I want to see the facility to continue and remain open to visit with children I look after. You always meet a friendly face. I always look forward to the open days."
- "We need to keep the allotments available for community and this proposal would ensure that would happen."
- "Community involved in allotments already happens and it would be great and more allotment spaces would be greatly appreciated. I really want my children to enjoy more outside space and I would also like to take part and grow there myself when a space comes available."
- "The Community Allotments do absolutely brilliant work and would like this to continue with their proposed expansion and under community control."

- "I think this is a very much needed community asset run by local people and I fully support what the community allotments want to achieve and I would like to see them expand the site."
- "This would be wonderful news and great for the community"
- "I fully support protecting the site for the community for the future and it is better that the community allotments be the ones to ensure that happens."
- "This would be a brilliant community project and fully support the allotments and their plans for the extension space."

ERSKINE COMMUNITY ALLOTMENTS ASSETS- Priorities grid and ranking

	5 (high risk)	1 (low risk)
Risk of loss	high risk – likely to be sold for alternative use	low risk – sustainable use and used by a stable long term group
Availability	already in use by existing group – ripe for asset transfer	unavailable – current use and ownership likely to continue for foreseeable future
Location	well located – central to the community it will serve	poor location – separated from the community and other facilities
Level of repair or adaptation	good condition – suitable for new or continued use without significant changes,	poor condition – in need of repairs and adaptation
Fits local need	Ideally suited to deliver service or project for which there is a recognised need	Difficult to imagine the detrimental outcome to wildlife and bio-diversity at the site

	Risk of loss	Availability	Location	Condition	Local need	Support	Total
Rank of Erskine Sites and Possible Extension							
1 Erskine Community Allotments	5	5	5	5	5	5	30
2 Field adjacent to Erskine Community Allotments	5	3	5	1	5	5	24

7.0 Appendix (vi)

**EVIDENCE OF SUPPORT
DOCUMENTATION**

Convener Infrastructure, Land and Environment Board
Depute Convener Economy & Regeneration
Convener SCCORS (Scottish Councils Committee On Radioactive Substances)

From: ros <ros@rustymail.co.uk>
Sent: Monday, June 19, 2023 1:53:56 pm
To: Michelle Campbell <cllr.michelle.campbell@renfrewshire.gov.uk>
Subject: Re: Erskine Community Allotments - Asset Transfer Application

Hi Michelle

Thanks for your support.

The last correspondence was from Margaret Craig in legal to say that our draft lease was back with Paul Handyside, he never progressed it and he has since left the Council. We decided it best to go for asset transfer instead, it wasn't available when we applied for the lease.

We are in the process of applying for SCIO status, our application for SCIO application is with OSCR at the moment and hope that we will be allowed to buy the site through asset transfer buyout.

Kind regards

Ros

Sent from my Galaxy

----- Original message -----

From: Michelle Campbell <cllr.michelle.campbell@renfrewshire.gov.uk>
Date: 19/06/2023 13:01 (GMT+00:00)
To: ros@rustymail.co.uk
Subject: Re: Erskine Community Allotments - Asset Transfer Application

Hi Ros,

Of course, I will. When was the last correspondence you had with Council on the lease?

Kind Regards,

Cllr Michelle Campbell

Iain Nicolson <cllr.iain.nicolson@renfrewshire.gov.uk>

24/5/2023 15:49

RE: Erskine Community Allotments - Asset Transfer

To ros@rustymail.co.uk <ros@rustymail.co.uk> Copy
Eleanor Christensen <eleanor.christensen@renfrewshire.gov.uk>

Hello Ros,

// Happy to do so. if possible can send me a copy of your application so I know what the proposal is //

Thanks

Iain

From: ros@rustymail.co.uk <ros@rustymail.co.uk>
Sent: 21 May 2023 13:43
To: Iain Nicolson <cllr.iain.nicolson@renfrewshire.gov.uk>
Subject: Erskine Community Allotments - Asset Transfer
Importance: High

Hi Iain

I am writing on behalf of Erskine Community Allotments to ask if you would, as our Local Councillor, be willing to offer your support in our application for an Asset Transfer for the allotment site from the Council.

I look forward to hearing from you.

Kind regards

Ros

Ros Scott
Chairperson
Erskine Community Council
Scottish Charity SC046634

Renfrewshire Council Website -<http://www.renfrewshire.gov.uk>

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. Renfrewshire Council may, in accordance with the Telecommunications(Lawful Business Practice) (Interception of Communications) Regulations 2000, intercept e-mail messages for the purpose of monitoring or keeping a record of communications on the Council's system. If a message contains inappropriate dialogue it will automatically be intercepted by the Council's Internal Audit section who will decide whether or not the e-mail should be onwardly transmitted to the intended recipient(s).

Samuel Mullin <cllr.sam.mullin@renfrewshire.gov.uk>

22/5/2023 15:02

RE: Erskine Community Allotments - Asset Transfer Application

To ros@rustymail.co.uk <ros@rustymail.co.uk>

Hi ros sorry for delay have been dealing with family bereavement yes I have no issues with this request and would support you on this matter regards sam

From: ros@rustymail.co.uk <ros@rustymail.co.uk>

Sent: 21 May 2023 15:09

To: Samuel Mullin <cllr.sam.mullin@renfrewshire.gov.uk>

Subject: Erskine Community Allotments - Asset Transfer Application

Importance: High

Dear Councillor Mullin

I am writing on behalf of Erskine Community Allotments to ask if you would, as our Local Councillor, be willing to offer your support in our application for an Asset Transfer for the allotment site from the Council.

I also note that you are attend the Community Council and have asked them if they could put the topic of our application on the Agenda for next meeting for their attention and comments. I have also notified them that we have a small survey on our Erskine Community Allotment's Facebook page that is open to interested parties..

I look forward to hearing from you.

Kind regards

Ros

Ros Scott
Chairperson
Erskine Community Council
Scottish Charity SC046634

Renfrewshire Council Website -<http://www.renfrewshire.gov.uk>

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. Renfrewshire Council may, in accordance with the Telecommunications(Lawful Business Practice) (Interception of Communications) Regulations 2000, intercept e-mail messages for the purpose of monitoring or keeping a record of communications on the Council's system. If a message contains inappropriate dialogue it will automatically be intercepted by the Council's Internal Audit section who will decide whether or not the e-mail should be onwardly transmitted to the intended recipient(s).

When responding to this email please quote above reference number.

Hello Ros Scott

// Please excuse this delayed response: I took the opportunity to research the stage at which this application had reached.

As one of your local Councillors, I will be happy to support in principle this land transfer application. I am currently able to do so because I do not sit on the Planning Board. Please be aware, however, that if I ever am placed on the Planning Board, I would then have to declare an interest and leave the discussion. This may or may not happen.

In the meantime, I shall forward a letter of support to you within the next few weeks.

Kind regards,

Councillor Alec Leishman
Ward 12 (Erskine and Inchinnan)
0300 300 1296
cllr.alec.leishman@renfrewshire.gov.uk //

Renfrewshire Council Website -<http://www.renfrewshire.gov.uk>

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. Renfrewshire Council may, in accordance with the Telecommunications(Lawful Business Practice) (Interception of Communications) Regulations 2000, intercept e-mail messages for the purpose of monitoring or keeping a record of communications on the Council's system. If a message contains inappropriate dialogue it will automatically be intercepted by the Council's Internal Audit section who will decide whether or not the e-mail should be onwardly transmitted to the intended recipient(s).

Thank you for your email and I hope you are well. Apologies for the delay in responding, your email seems to have ended up in our Spam folder!

The Community Council is supportive of community owned assets, especially those such as your own with such long standing in the community.

We will add this to the agenda for our next meeting which will be in September due to the summer break. The meeting is the first Thursday every month and will likely be Thursday 7th September if you would like to attend.

There are a few questions that spring to mind which I think the Community Council would like to address at the next meeting and I'd be grateful if you could consider these and get back to me before the September meeting.

- What will the business model be for the allotments if the Community Asset Transfer is successful?
- Will the allotments remain open to Erskine residents to apply for an allotment as and when they become available?
- How will this benefit Erskine's residents?
- Is there a proposed business model/constitution? Would it be possible to see these?

These questions will form the basis of discussion at our next CC meeting and if all members are happy to proceed following these discussions we will be more than happy to write a letter of support.

Best wishes and if you have any follow up questions please get in touch.

Jane Devine
Erskine Community Council Chairperson

From: ros@rustymail.co.uk <ros@rustymail.co.uk>
Sent: 21 May 2023 14:59
To: secretaryecc@hotmail.co.uk <secretaryecc@hotmail.co.uk>
Subject: Erskine Community Allotments - Asset Transfer

Dear Secretary

I am writing on behalf of the Erskine Community Allotments (SC046634) to ask if the Community Council would be able to give us a letter in support for our application to Renfrewshire Council for an Asset Transfer of our allotment site on Barrhill Road, Erskine.

In this aspect, would you be willing to also to add this topic in your Agenda to your next Council Meeting for discussion and advise residents that they can access a short survey on Survey Monkey through our Facebook Page to indicate whether they would support our application or not. This survey is part of our community consultation process.

The allotments have been established since 1978 and gone through some changes over the years and became a charity in 2016. We now feel it prudent to safeguard the future of the allotments for years to come and the best way forward is to protect them under an asset transfer.

I look forward to hearing from you.

Kind regards

Ros

Ros Scott (Mrs)
Chairperson

Re: Erskine Community Allotments - Asset Transfer

To Erskine Community Council <secretaryecc@hotmail.co.uk>

Dear Jane

Thank you for your response and thank you for adding our request to your next meeting on Thursday, 7th September and would be pleased to attend.

Meantime, I note the questions that you would like to address and have considered the content of them and can respond as below.

1. **Business Model**

I will be working on the business model shortly and this will be available through the the Community Asset Transfer Public Asset process in due course.

2. **Access to the Allotments**

The allotments will always remain open to Erskine residents to apply for an allotment and their name will be added to our waiting list and will be offered a plot once their name reaches the top of the list whenever plots become available. Residents are always welcome to visit the allotments any time when the main gate is open to walk around and chat to members.

3. **Benefit to Erskine Residents**

The benefits would come with having access to supporting their general and mental health wellbeing in a peaceful space, growing fruit, flowers and vegetables to encourage a healthy diet. We will also be reaching out to the local early learning nursery schools, primary schools etc to come down and visit the allotments on a regular basis to learn about growing their own healthy food. More information will be available in our actual application and business plan.

4. **Proposed Business Model**

There will be a proposed business model which will be available as indicated in response 1 above.

5. **Constitution**

Please find a copy of our Constitution as requested. As we have requested to become a SCIO (Scottish Charity Incorporated Organisation) there will be a slight change to the Allotment's name so as to not completely change the name. Once the new status confirmed, we will then be called - Erskine Community Allotments SCIO.

We are really keen to make the transfer happen to ensure the security of the allotments for community use.

I hope the above is sufficient for your deliberations.

Thank you for the invitation to attend your meeting and look forward to be there.

Kind regards

Ros Scott
Chairperson
Erskine Community Allotments
SC046634

On 11/06/2023 13:41 BST Erskine Community Council <secretaryecc@hotmail.co.uk> wrote:

Dear Ros,

ERSKINE COMMUNITY ALLOTMENTS (SC046634)
VISITOR SURVEY

Erskine Community Allotments has been in existence since 1978 and gained Charity status on 21st June 2016 providing allotments for people in the local area. The allotments have proven to be extremely popular over the last 44 years. Now, we feel it appropriate, to safeguard the future of the allotments and have approached Renfrewshire Council in an effort to take on ownership of the site under Community Asset Transfer to give us more flexibility and scope to do more community activities etc. We are presently in talks with Park Mains High School with a goal of assisting them with their garden project as mentors for the students who struggle with academical subjects to support them in gaining horticultural certification on leaving school. Local Nurseries are looking to form a partnership with arranging regular pre-arranged visits. We hope in the future to raise enough funds to install an Education Cabin on the site so that it can be used to arrange small training programmes, meetings etc., especially when the weather is inclement.

The Committee would like to hear your thoughts in the short questionnaire that follows:

Q1. Erskine Community Allotments is interested in taking ownership of the allotment space, is this something you would be supportive of.

Yes/~~No~~ (please delete one)

Any Comments: MAYBE EXPAND THE ALLOTMENTS

Q2. If we are successful in our bid for community ownership, is there anything you would like to see Erskine Community Allotments doing to benefit:

(a) You: Summer programme for kids

(b) Other local people/organisations:

Q3. Any other comments you wish to make:

Q4. Do you reside in the Millfield Estate:

Yes/~~No~~ (please delete one)

Q5. Do we have your permission to use your comments? (We will not use your name).

Yes/~~No~~ (please delete one)

If you would like to be contacted or wish further information please leave your contact details below and I
NAME REDACTED

ERSKINE COMMUNITY ALLOTMENTS (SC046634)
VISITOR SURVEY

Erskine Community Allotments has been in existence since 1978 and gained Charity status on 21st June 2016 providing allotments for people in the local area. The allotments have proven to be extremely popular over the last 44 years. Now, we feel it appropriate, to safeguard the future of the allotments and have approached Renfrewshire Council in an effort to take on ownership of the site under Community Asset Transfer to give us more flexibility and scope to do more community activities etc. We are presently in talks with Park Mains High School with a goal of assisting them with their garden project as mentors for the students who struggle with academical subjects to support them in gaining horticultural certification on leaving school. Local Nurseries are looking to form a partnership with arranging regular pre-arranged visits. We hope in the future to raise enough funds to install an Education Cabin on the site so that it can be used to arrange small training programmes, meetings etc., especially when the weather is inclement.

The Committee would like to hear your thoughts in the short questionnaire that follows:

Q1. Erskine Community Allotments is interested in taking ownership of the allotment space, is this something you would be supportive of.

Yes/No (please delete one)

Any Comments: Want to see this facility continue

Q2. If we are successful in our bid for community ownership, is there anything you would like to see Erskine Community Allotments doing to benefit:

(a) You: Just remain open to visit. Enjoy

(b) Other local people/organisations: visiting with children I look after. Always meet a friendly face.

Q3. Any other comments you wish to make: looking forward to seeing the open day.

Q4. Do you reside in the Millfield Estate:

Yes/No (please delete one)

Q5. Do we have your permission to use your comments? (We will not use your name).

Yes/No (please delete one)

NAME REDACTED

If you would like to be contacted or wish further information please leave your contact details below and I

The Committee would like to hear your thoughts in this 1 Question only questionnaire that follows:

Q1. Erskine Community Allotments is interested in taking ownership of the allotment space, is this something you would be supportive of?

Please Tick
One box only

AGE GROUP						YES	NO	COMMENTS
0-12	13-19	20-30	30-40	40-50.5	60 & over			
				✓		✓		It would be good for community
				✓		✓		Brilliant Community project
				✓		✓		GREAT FOR MENTAL HEALTH
				✓		✓		Reduce the walking list
					✓	✓		Great for fitness, mental health
					✓	✓		good for mental health
				✓		✓		Love this!
✓			✓			✓		Love to educate younger
✓						✓		kids
					✓	✓		S.A. Struan
				✓		✓		Great for mental health
				✓		✓		Good work keep it up.
				✓		✓		Great worthwhile initiative
				✓		✓		Good For Community
				✓	✓	✓		GIFT TO CHILD.
						✓		YES!
					✓	✓		YES!
					✓	✓		GREAT IDEA
					✓	✓		Fully supportive
					✓	✓		Fab.
			✓			✓		Yes
					✓	✓		GREAT IDEA!
					✓	✓		GOOD USE OF OLD GROUND
				✓		✓		BRILL IDA!
				✓		✓		WELL RUN
					✓	✓		Good for green & healthy environment

ERSKINE COMMUNITY ALLOTMENTS
SCOTTISH REGISTERED CHARITY SC046334
SURVEY

Please Tick
 One box only

AGE GROUP						YES	NO	COMMENTS
0-12	13-19	20-30	30-40	40-50S	60 & over			
					✓	✓		
				✓		✓		Good for the community
				✓		✓		
				✓		✓		
				✓		✓		
				✓	✓	✓		LOVE MY DAY
				✓	✓	✓		GOOD LUCK
			✓			✓		Great idea!
					✓	✓		GREAT IDEA ✓
				✓		✓		
				✓		✓		Sounds perfect
					✓	✓		Great idea
	✓					✓		
	✓					✓		would be fab
				✓		✓		Sounds good
				✓	✓	✓		Keep things OUT
				✓		✓		Great idea
				✓	✓	✓		Good for Community
					✓	✓		GRANT TIDY
				✓		✓		Great! esp like PMH opportunities
					✓	✓		Brilliant idea!!
			✓			✓		Lovely idea
		✓				✓		Great idea.
			✓			✓		Brilliant Idea.
✓						✓		GREAT Plan
						✓		Fun.
						✓		Fun.
					✓	✓		Sounds good.
✓				✓		✓		Great idea, fully supported
				✓		✓		Really Sun
				✓		✓		GREAT COMMUNITY IDEA
				✓	✓	✓		GREAT FOR COMMUNITY
				✓		✓		GREAT FOR COMMUNITY
				✓		✓		Great meeting
					✓	✓		2. Ellen
					✓	✓		A. Eldis.
				✓		✓		M. Marny.
					✓	✓		JOHNSTON

Erskine Community Allotments

Erskine Community Allotments is a Registered Scottish Charity
Charity Number Sc046634

Minutes

Annual General Meeting

Sunday 13th November 2022

Erskine Parish Church

Attending: Anna McLeary, Ken Nicholson, Marie Kennedy, John Dykes, Gus McKay, Steven Long, Ronnie Lappin, Robert Niblock, Tommy Allan, Jill Clark, C. Davidson, John Cathcart, Ken Massie, Deborah Ross, George Jamieson, Marie Fox, Marlyn Wilson, Anne Murdoch, Anna Wozniak, Billy Kelly, Jimmy & Irene Johnstone, Willie & Helen O'Neill, Robert Jordan, Patricia Clarke

Ros Scott, Eileen Elder, Ian Scott, Joe McCormack

Apologies: Mike Goodwin, Ian & Morag Taylor, Kim Hunter, Lynn & Tom McBride, George Lowe, Colin McIldowie, Margaret Casey. Alan Elliott

CHAIR & FUND RAISING – Ros Scott

The start of the growing season this year was delayed again this year, but thanks to the Polycrub it meant that it help to bring seeds on ready for planting outside when the weather improved.

A lot has happened over the last year. A decision was taken at last year's AGM to proceed with an application to the Council for asset transfer.

There have been a couple of incidents of teenagers entering the allotments late at night by climbing over the wall at the manure pile to come in and using sheds as a drinking den. The police have been contacted on 2 occasions to report incidents of damage occurring. There is little action we can take to stop them gaining entry. We have no power/phone/internet access to install cameras.

The Plot Judging 2022 was carried out on 6th August by our normal 2 judges and afterwards, they were slightly disappointed in the drop in standard of the plots this year. The results were posted on the notice board showing both this year's and last year's figures. The trophies will be presented at the end of the AGM.

The Committee have been approached by the Renfrewshire Council in an effort to reduce our waiting list and are looking into the possibility of the allotments taking on the spare ground in front of the smallholding and putting in raised beds. Steve Edwards who is looking into it is trying to get the design that we suggested through council and is also looking at sourcing funding for the project. There is no confirmation on this as yet but if this plan goes ahead it will provide the allotments of 28 small starter plots for those on the waiting list and not for existing plot holders.

Fundraising

During the year we were approached once again by the BBC Children's programmes to carry out filming within the allotments. This happened on 5th August and it was appreciated that you all stayed away for the day filming was carried out. We received a good fee £700 gave another boost to the funds. The series is now showing on CBeebies just now, if you want to have a look it is the one with the scarecrow.

There was a visit from pupils from Park Mains High School to the allotments with the possibility of further contact taking place.

No uptake on the use of this disabled boxes within the Polycrub.

Open Day

This year's open day was brought forward this year as the Doors Open Days moved their event to 17/18th September and was too late in the year for our open day. Change of date was definitely meant better weather. It turned out to be very hot for those manning the stalls and visitors alike. The event was again very successful this year raising around £900.

Seed Order

The seed order was sent away on 1st September and is being processed at the moment the seed order amounted to £616.61 after we received a discount of £90.24 from total amount of £706.85 collected. For those of you who have ordered nematodes, these will not be delivered until April next year.

Asset Transfer

A note of interest was lodged with the Council to start the process. The Chair has started the consultation stage and that was the reason for the questionnaires sent to members to be completed. It is hoped to produce an online survey of the residents

on their opinion of our proposal to take ownership of the allotments. I have still to do a business plan for this and if anyone has any suggestions it would be appreciated. We are also trying to get support from various sections of Erskine, like the Community council, councillors etc.

The Chair has taken part in zoom training sessions with COSS (Community Ownership Support Services) which have helped and also had zoom meetings and face to face meetings with David Henderson (Adviser) which have been helpful.

Ian and Ros Scott had a meeting on 29th September with Sandra Inrig, David Henderson and Craig Allen who is the new Adviser it went well and she is impressed by what we want to achieve at the allotments and would like to include the piece of land in front of the smallholding.

The Chair has been advised by the COSS Adviser that small changes need to be made to our OSCR constitution to avoid rejection of our application down the line. A copy of the document was emailed showing the changes suggested for members to have a look at. Are members in agreement to these changes being made?

It was agreed that members were happy for changes to be made.

Proposed by – Ian Scott

Seconded by – Jill Clark

Members will be kept informed of progress at bi-monthly meetings.

The Notice Board at the gate was blown down and will need to be replaced at a new site found near the entrance gate.

TREASURERS REPORT: - Joe McCormack

We are still having problems with the Bank in relation to updating the new Treasurer's details. The bank balance is healthy standing at £6945. The Treasurer apologised for not having copies of the financial report available for the meeting but will email to members as soon as possible. Petty Cash is £50

GROUND CONVENERS REPORT – Ian Scott

The Ground Convenor raised a couple of issues relating to the allotments.

Spoil - Members to continue to take own spoil to the skip site. No fires to take place on allotments as per Council rules.

Manure - Manure available, need to use as soon as possible so the farm can fill it for next year. Use the 1st bay and then the 2nd bay. Please take care when getting manure.

Vacant Plots - There are 4 plots to let

Plot 2 (1/2 plot)

Plot 24

Plot 30

Plot 45

Any member wanting a swap please let Ian Scott know before the end of November. Re-letting 1st December.

Plot Maintenance

4 Plot holders were given warnings about not cultivating their plot to grow veg or flowers. The rules are: your plot must be cultivated by 31st March each year or advise the committee if there is a problem. Members with problem plots will be contacted by letter and if no improvement or contact with the Ground Committee a 2nd letter will be sent.

Inspections - Regular inspections will take place throughout the year and if necessary, warning letters will be sent out where necessary to plot holders.

Polycrub – Hygiene in the Polycrub needs to be adhered to. Over watering of chillies and tomato plants etc need to be observed. Try to avoid overcrowding of plants. The Polycrub needs to be cleared out and all debris removed and the tunnel cleared out and washed down in spring to help avoid disease.

There are currently almost 60 names on the waiting list for allotments. Kings Seeds, Garlic and onions should arrive sometime in December, potatoes in January and Nematodes in April

PRESENTATION OF TROPHIES:

Sinclair Cup for Best Plot

Ian Scott – 87 points

Anna Wozniak – 81 points

Jim Kennedy – 73 points

Jimmy Christie Quaiche – Best Veg

Ian Scott & Anna Wozniak (joint) – 34 points

Colin McIldowie & Jim Kennedy (joint) – 32 points

Ann Murdoch & Robert Jordan (joint) – 31 points

Best Newcomer

Billy Kelly – allotment 18 with 64 points

ELECTION OF OFFICE BEARERS:

There are no time expired members on the Ground Committee and all current members are willing continue. Chair, Secretary and Ground Convenor will continue in post.

DATE OF NEXT MEETING:

Next meeting will be the bi-monthly meeting on Sunday 12th February 2023 at 2 pm.
List of bi-monthly dates to be emailed to members.

Erskine Community Allotment

Erskine Community Allotments is a Registered Scottish Charity
Charity Number SC046634

Minutes Annual General Meeting

Sunday 14th November 2021
Erskine Parish Church

Attending: Gus MacKay, Ann Murdoch, Marie Kennedy, Tommy Allen, Sarah Johnston, John Cathcart, Robert Jordan, Steven Long, Willie O'Neill, Robert Niblock, Anna McLeary, Caroline Davidson, Irene & Jimmy Johnstone, George Jamieson, Marie-Louise Fox, Joe McCormack, Micheal Goodwin, Deborah & Izzy Ross, Marlyn Wilson,

Ros Scott, Chair, Eileen Elder, Secretary, Ian Scott Ground Convenor

Apologies: John McColgan, Jim Kennedy, Katrina McColgan, Michelle Coia, Alison & John Dykes, Lesley Sharkey, Ian & Morag Taylor, Kim Hunter, Jill Clark, Patricia Clarke, Alan Elliott, Colin McIldowie, Margaret Casey, Ronnie Lapping, George Lowe, Ken Nicholson, Ken Massie

=====

Chairman's Report – Ros Scott

It is good to get back to some kind of normality after the last 21 months of restrictions due to Covid19. Thank you all for coming to the AGM 2021.

It was doubtful whether any meetings could be held this year, but managed to hold two bi-monthly meetings one in August and one recently in October.

In January 2021 we were contacted by the BBC to say that they were now able to commence the filming 2 series of the Molly and Mack children's series and asked if the allotments were still interested in hosting a filming session.

Plot Judging

We were able to hold our annual plot judging in August this year and the results were very close this year. The trophies will be presented later today.

Open Day

In August we had been contacted by the Doors Open Events Team to see if we would take part in the event. We were able to hold a bi-monthly meeting to gauge if members wished to take part and it was agreed that we would but on a smaller scale than normal due to time

constraints. The Chair would like to thank those members who supported the event with produce, raffle and tombola prizes and a big thank you to those who gave up their time to help out on the day and the weather was kind to us again by being dry. We manage to raise £620 which was very good considering the short time we had to prepare.

Seed Order 2022

The seed order for 2022 has been acknowledged by Kings and the seeds, onions/shallots and most of sundry items are expected at end of December followed in January by the potatoes. Orders for Nematodes should arrive in April. This year's order was exceptionally large with the main order totalling **£710.96** and a supplementary Garlic order of **£36.05** (Grand total £746.41) resulting in an overall discount of **£98.90**. Members will be either emailed or called when the orders are ready for collection.

Polycrub

The Polycrub has worked well again this year and provided a lot of tomatoes, etc. We are sure you all appreciated having the extra growing space.

The boxes at the front of the Polycrub, which was one of the reasons we received the funding for the Polycrub, will be advertised to see if any wheelchair users would like to join our group. Looking for suggestions on how much of a fee we would ask for these. If no wheelchair users are interested in using them then these will then spaces will be made available to members to use.

Future Planning

1. Annual Plot Judging will be arranged for August
2. Open Day will be held in September. again in line with Renfrewshire Doors Open Day.
3. Looking to costing decking for the area where the old container were in place, in preparation for fundraising for a cabin later.

Treasurers Report –

The post of Treasurer has been vacant since the departure of Grace Connor and will come up for election at the appropriate point of the AGM. There have been limited financial transactions over the last year due to the Covid restrictions prohibiting any large items of work being carried out.

Balance in Bank	£5,564.88
Cash in Hand	£13.21

John Kennedy audits the accounts in exchange for a donation to Lamont Farm

Ground Committee Report – Ian Scott

Neglected Plots

Due to the rise in neglected plots this year, it has been decided that monthly checks will be introduced from the start of 2022. Can I remind members that your plot must be in a good state of cultivation by the 31st March each year as per the regulations of the Constitution? Plots must be kept in a reasonable state for cultivation of fruit, veg and flowers.

Polycrub

No grow bags have to be used on the floor of the Polycrub. Plants should be grown in pots sitting in grow bag trays for watering; this is due to the amount water on the floor this year.

Community Service

We still do not have the assistance of the Community Service for the foreseeable future. With that in mind, Members are reminded that they have to continue to take away their own waste.

Manure

The manure pile is open and will remain to the end of December 2021.

Burning of Waste

Can I remind members that there has to be no burning of waste on the site. We are in a Smoke Free Zone and any member that is caught lighting fires by the authority will be held responsible for the £1,000 fine that would be imposed.

Water Supply

The water supply will remain on until the first frosts.

Work Parties

No work parties scheduled. Please note that any work parties will be posted on the Notice Board at the gate.

Equipment

Wheelbarrows, it appears that 2 wheelbarrows appear to have been stolen in the last 6 weeks. Two other barrows are in a dangerous state with flat tyres etc. Do we replace the barrows or do members purchase their own barrows for use?

Allotment Honey

Ian has a stock of jars of honey from the bees at the allotment for sale. Peter is selling jars of honey at £5 each and proceeds go to a Care Home in Elderslie. A warning cone will be placed at the entrance to the hive area when Peter is working at the bees and will leave it in place when he leaves.

Eggs

Eggs are available from Ian Scott for £1.00 per half dozen on a first come first served basis. There are fewer eggs available during winter months.

Jeyes Fluid

PLEASE NOTE It is illegal to use Jeyes Fluid on the soil and it is therefore banned to use it within the Allotment site.

Election of Office Bearers

When the allotments gained Charity Status, part of the rules is that the Committee is re-elected every 3 years. The posts of Chair, Secretary, and Ground Convenor are due for re-election in 2023. Steven Long will remain as Health & Safety representative.

At the last AGM 2020, the Chair, Secretary and Ground Convenor were re-elected. The Treasurer's post is up for election due to Grace Connor leaving the allotments. Joe McCormack has expressed an interest in the post.

Treasurer: Joe McCormack Proposed Eileen Elder 2nd – Ian Scott
Motion carried.

For re-election

Ground Committee:

Ross Connor, who has left the allotments, to be replaced by Tommy Allen who was nominated by Ian Scott and 2nd by Robert Niblock. Motion carried.

Ground committee currently consists of: Robert Niblock, George Lowe, Steven Long, Tommy Allen, with Ian Scott as Ground Convenor.

Any Other Business

No other significant business was raised by members. The Chair took the opportunity to briefly update re Lease for the allotments. At present no joy from Renfrewshire Council. Chair spoken to Michelle Campbell, council representative re update.

Asset Transfer – transfer of ownership of allotments from Renfrewshire Council to allotment members for a nominal fee. Allotments would belong and be the responsibility of the members. Seems that Council prefers the option of Asset Transfer of allotments instead on Lease option. If Asset Transfer comes off, and should the allotments close down, the ground returns to the Council ownership.

Chair will find document on Renfrewshire Council website and email to members.

Gus MacKay willing to help with funding applications if required.

Prizes

Results of the Annual Allotment judging carried out in August as follows. Full results were posted on the Notice Board

BEST ALLOTMENT (Robert Sinclair Cup) Winner- Anja Woznaik

BEST VEGETABLE (Jimmy Christie Quaich) – Winner – Colin McIldowie

BEST NEWCOMER (Michael Lynch Cup) – Winner – Anna Woznaik

Date of Next Meeting

Next AGM will take place in November 2022. Next bi-monthly meeting will take place on Sunday, 13th February 2022 with venue to be confirmed.

Section 7: Other Supporting Documentation

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

- A copy of your organisation's constitution;
- A business plan (that is proportionate to the nature of the asset transfer request);
- Audited accounts (or a financial projection where the applicant has been operating for less than one year);
- Annual reports (where these are available).

Applicants are advised to refer to the council's Community Asset Transfer Policy Guidance Note for Applicants for further details of what information should be included in these supporting documents.