

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 **No. 1/2 Lodge House (Longcroft Cottage) and Miracle Span Store, Longcroft Drive, Renfrew PA4 8NF**. Both properties are part of Renfrew Common Good².

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

Community Transfer Body:

Name of Asset: No. 1/2 Lodge House (Longcroft Cottage; 123081511) and Miracle Span Store (Nissan Hut, 123105323), Longcroft Drive, Renfrew PA4 8NF

Nature of Request: Full Ownership

Date CAT Request received: 16/06/2026

Status of Request: Validated*

Summary of Proposed Use:

Renfrew Development Trust (RDT) aim to fully restore the Longcroft Cottages and with the Miracle Span Store to create a Community Hub which will provide accommodation for RDT and the projects it supports including a permanent base for the Renfrew Men's Shed; hub will also provide a public toilet for park visitors.

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 by the date below, being not less than 20 working days of this 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 any comment from the CTB.

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

² Common Good refers to land, buildings, funds, and moveable assets owned by local authorities that were historically gifted to or acquired by former Scottish burghs. .

The final date to make representations for this request is **17/07/2026**.

Representations should be sent to communityassettransfer@renfrewshire.gov.uk with the title "Longcroft Cottage/Miracle Span CAT Request Representation".

All representations and responses will be 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 Attached

The following key documents are attached to this notice:

- The official CAT Request Form (10/06/2026)
- Site Plan Ref: E3746
- RDT Draft Business Plan
- RDT Articles of Association
- RDT Accounts 2025
- Longcroft Cottages Structural Appraisal Report (AMT, June 2025)
- Longcroft Cottages Building Condition Survey (Lambert, Smith, Hampton; June 2025)

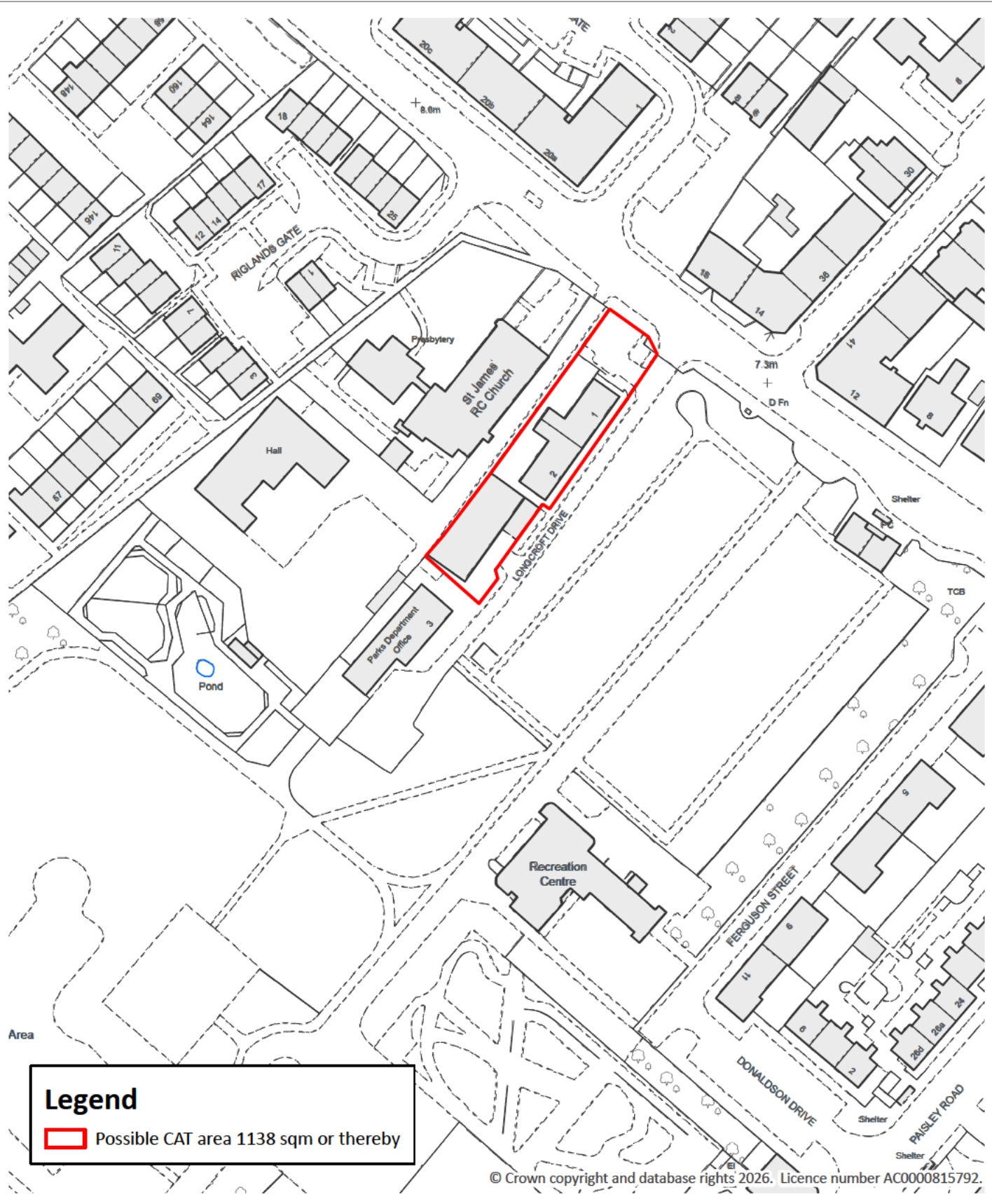
Personal and Commercially Sensitive information has been removed from all documents prior to publication.

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.



Possible CAT, Longcroft Drive, Renfrew Location Plan Ref. E3746



Legend

 Possible CAT area 1138 sqm or thereby

Notes:

Community Asset Transfer Request Form

Submitted under Part 5 of the Community Empowerment (Scotland) Act 2015



No. 1/ 2 Lodge House (Longcroft Cottages)
Asset Number: 123081511

Miracle Span Store (Nissan Hut)
Asset Number: 123105323

Submitted by: Renfrew Development Trust on 10 June 2026

Renfrew Development Trust is a company limited by Guarantee No. SC487594
and Registered Scottish Charity No. SCO45380

Introduction

Renfrew Development Trust is making a Community Asset Transfer Request under Part 5 of the Community Empowerment (Scotland) Act 2015 in relation to property owned, leased or managed by Renfrewshire Council.

This request seeks the transfer of ownership for No. 1/2 Lodge House (Longcroft Cottages) and the adjoining Miracle Span Store, both located on the outskirts of Robertson Park, Renfrew.

This document provides all information required under the Act and is structured as follows:

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

1.1 Name of the CTB making the asset transfer request:

Renfrew Development Trust (RDT)

1.2 CTB Address

Room 5

13 Anderson Business Centre

Renfrew

PA4 8PL

1.3 Contact Details:

Renfrew Development Trust

(FAO – Kevin Milliken, Chairperson)

Room 5

13 Anderson Business Centre

Renfrew

PA4 8PL

Email: [REDACTED] Telephone: [REDACTED]

RDT agrees that correspondence relating to this asset transfer request may be sent electronically to the email address above.

RDT agrees that information provided in this application, including contact details, may be shared with relevant Renfrewshire Council officers for the purpose of assessing the request and providing appropriate support.

1.4 Type of CTB and its official number:

RDT is a Company Limited by Guarantee (No. SC487594) and a Registered Scottish Charity (No. SCO45380).

A copy of RDT's Articles of Association is provided in Appendix 1.

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

No – Renfrew Development Trust has not been individually designated by the Scottish Ministers.

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

Yes – As a company limited by guarantee with charitable status and community membership, RDT falls within the class of bodies automatically recognised as community transfer bodies under the Community Empowerment (Scotland) Act 2015.

1.7 Supporting documents

A copy of RDT's Articles of Association is included in Appendix 1.

Section 2 – Information about the land and rights requested:

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

This request relates to the following adjoining properties located on the boundary of Robertson Park, Renfrew:

No. 1/2 Lodge House (Longcroft Cottages)

Longcroft Drive, Renfrew PA4 8NF

Miracle Span Store (Nissan Hut)

Longcroft Drive, Renfrew PA4 8NF

Both properties sit on the edge of Robertson Park and are owned by Renfrewshire Council. As of 2026, the property is now part of the Renfrew Common Good Register. No. 1/ 2 Lodge House is vacant and derelict building which has not been in use since it was a Children's Home. The Miracle Span Store sits directly next to Longcroft Cottages and is partially used by Renfrewshire Council's Parks department.

2.2 Please provide the UPRN Number if known:

No. 1/2 Lodge House (Longcroft Cottages)

UPRN: 123081511

Miracle Span Store (Nissan Hut)

UPRN: 123105323

2.3 Please provide a map or plan of the area



Aerial image showing the location of Longcroft Cottages and the Miracle Span Store (Nissan Hut) on the boundary of Robertson Park, Renfrew.

Section 3 – Type of Request, payment and conditions:

3.1 Please confirm what type of request is being made:

Renfrew Development Trust is making a request for ownership under Section 79(2)(a) of the Community Empowerment (Scotland) Act 2015.

3.2 What price are you prepared to pay for the land requested?

Renfrew Development Trust requests ownership of the properties for a nominal fee of £1, reflecting the significant community benefit and restoration costs involved.

All maintenance, insurance, and management responsibilities will be undertaken by the Renfrew Development Trust following transfer.

The Trust also intends to reinstate the pedestrian walkway from Inchinnan Road to ensure safe and easy access for the community.

The adjacent Nissan Hut will be used as an outdoor workshop and storage area for the Renfrew Men's Shed and other community projects, with any external works designed to complement Robertson Park and maintain its open, welcoming character.

3.3 Other terms and conditions

Section 4 – Community Proposal

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

4.1.1 Objectives of the Project:

The objective of this project is to bring new life to Longcroft Cottages and the adjoining Miracle Span Store, transforming these derelict and fire-damaged buildings into a modern, accessible and inclusive Collaborative Community Hub designed with and for the people of Renfrew. The redevelopment will restore two historic yet neglected buildings and secure their long-term future as assets for the community.

The new Collaborative Community Hub will provide a flexible operational base for Renfrew Development Trust and the projects it supports, including the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park, the RDT Craft Group and future Projects/Initiatives as they develop. The site will offer multi-purpose rooms, workshop and craft spaces, small offices, a kitchenette, storage facilities and accessible toilets, including a public toilet for park visitors.

The Miracle Span Store (Nissan Hut) will be refurbished as an outdoor workshop and secure storage area for the Renfrew Men's Shed and wider Trust activities. This will allow practical projects such as woodworking, repairs, upcycling and outdoor learning to take place safely and accessibly.

The wider vision is to create a collaborative community hub that brings people together to share skills, build confidence and develop new ideas for Renfrew. The facility will host regular activities such as wellbeing sessions, community meetings, social events, training workshops, craft nights and volunteer coordination. It will also provide affordable hire space for local organisations, charities and small community groups, generating income to support the site's maintenance and sustainability.

In doing so, the project will promote inclusion, reduce isolation and help residents of all ages feel connected to their community. By restoring Longcroft Cottages and the Miracle Span Store, Renfrew Development Trust aims to create a lasting legacy — a safe, welcoming and vibrant space that strengthens local identity, encourages participation and supports Renfrew's continued growth as a thriving, community-driven town.

4.1.2 Why there is a need for your project

There is a clear need for new, accessible and affordable community space in Renfrew. Feedback from community consultations and surveys carried out by Renfrew Development Trust has consistently shown strong demand for local facilities that support wellbeing,

creativity and social connection. Many groups currently struggle to find suitable venues that are affordable, flexible or available for regular use.

The Longcroft Cottages project will directly meet this need by transforming a long-term derelict building on the outskirts of Robertson Park into a modern, inclusive community hub. It will provide dedicated space for groups such as the Renfrew Men's Shed, Craft Group and Friends of Robertson Park, while also offering new opportunities for skills development, health activities and social events designed and led by the community.

The adjoining Miracle Span Store (Nissan Hut) is an essential part of the project. It will provide a safe and practical outdoor workspace and storage area for the Renfrew Men's Shed, enabling the group to expand its activities and involve more members. The structure will also support wider Trust operations, offering flexible storage for community equipment, park maintenance tools and event materials that currently have no suitable base.

Together, the Longcroft Cottages and Miracle Span Store will bring new life to a neglected part of Robertson Park, creating a vibrant community asset that improves access, supports local wellbeing and strengthens Renfrew's sense of place and pride.

4.1.3 Development / Changes / Modifications Required

The Longcroft Cottages have been vacant since 2021 and suffered extensive fire damage, leaving the buildings in a severely dilapidated condition. They currently have no services, unsafe flooring and significant structural damage, meaning full renovation is required before they can be used safely.

Professional assessments by AMT Structural Design and Lambert Smith Hampton confirmed the extent of deterioration and identified priority repairs, including replacing the roof, restoring walls and windows, and installing new electrical, plumbing and heating systems.

The redevelopment will create flexible community spaces including a hall, meeting rooms, accessible toilets and an office for Renfrew Development Trust. The adjoining Miracle Span Store (Nissan Hut) will also be refurbished to provide a workshop and secure storage area for the Renfrew Men's Shed and wider Trust operations.

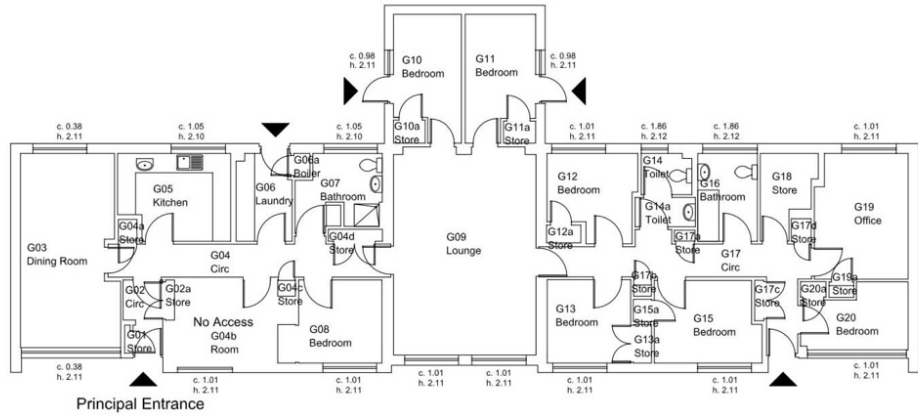
All works will be phased and professionally managed to ensure compliance, accessibility and long-term sustainability for the community. The Trust will keep the community updated at each stage of the process.

The below image shows what the current layout of the Longcroft Cottages is:

ASSET NUMBER 123081511
 ASSET NAME No. 1/2 Lodge House Robertson Park
 TOTAL GROSS INTERNAL AREA 220.85sqm
 TOTAL GROSS EXTERNAL AREA 247.56sqm

NOTE
 No access to room No G04b. Notional layout indicated. To be surveyed at a later date.

Ref.	Description
Notes	



GROUND FLOOR PLAN

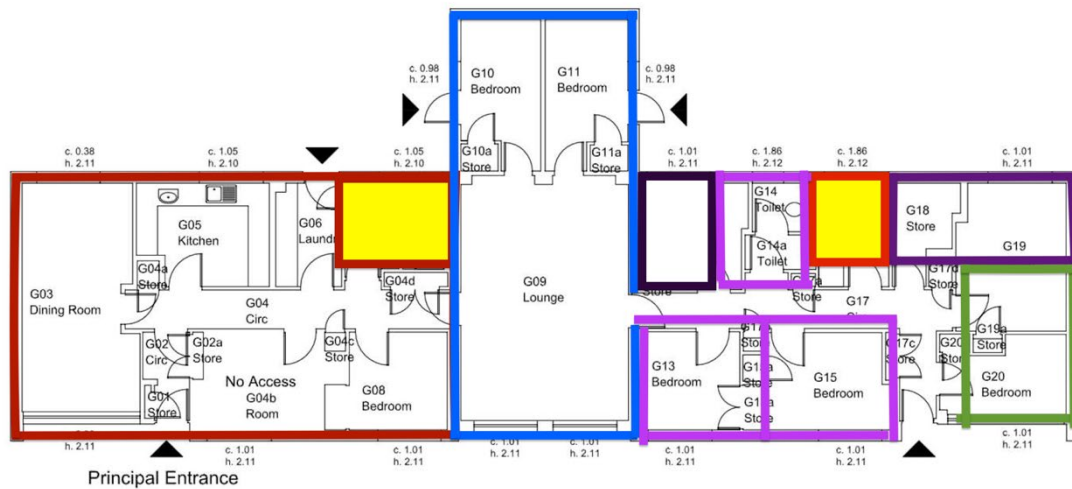
RENEWABLES COUNCIL
 DEVELOPMENT & INSPECTION SERVICES
 15 BURNHILL ROAD
 COTTON STREET
 PRESTON, PR1 2D
 Tel: 0300 300 0300
 email: rpa@renewables.gov.uk

DIRECTOR Mary Crane
 HEAD OF PROPERTY JIM LYNN
 SERVICES

Asset Name
 No. 1/2 Lodge House Robertson Park
 Longcroft Drive
 Renfrew

Drawing Title
 Ground Floor Plan

Date	Scale	Sheet No.
Mar '13	1:100	A3
Site ID/Ref	Drawing number	
123081511	01	



GROUND FLOOR PLAN

Dark Red (G03 Dining Room, G05 Kitchen, G08 Bedroom, G04 Room & G06 Laundry)

This section will be fully opened up to create one large space, providing a dedicated area for the Renfrew Men’s Shed. The small box room highlighted in yellow within this area will be converted into an accessible toilet for members’ use.

Blue (G09 Lounge, G10 Bedroom & G11 Bedroom)

This area will become a flexible multi-purpose space. The existing brick supporting walls at each side will remain in place, with the two rear bedrooms knocked through to create a single, larger room suitable for meetings, workshops and community activities.

Other Colours (G13 Bedroom, G15 Bedroom, G20 Bedroom, G19, G18 Store, G14 toilet)

These sections include an additional toilet (highlighted in yellow) that will be available for public use when the building is open. Other rooms in this section will accommodate an office for Renfrew Development Trust, meeting rooms for hire, and spaces such as a small kitchen or kitchenette, based on outcomes from community consultation.

Dining Room External Wall (G03 Dining Room)

As part of the refurbishment, an external door will be added to the dining room wall to improve access. A covered passageway will link this doorway to the Nissan Hut, creating a safe and direct connection to the outdoor workshop space for the Renfrew Men’s Shed.

Roof

As part of the redevelopment, a new roof will be installed on Longcroft Cottages. The revised roof structure will provide greater internal height to accommodate workshop machinery and extraction systems required for Men’s Shed activities, while improving insulation and long-term energy efficiency.

Nissan Hut

Included in this Community Asset Transfer, the Metal Nissan Hut adjacent to Longcroft Cottages will be refurbished for use as a workshop and secure storage area for the Renfrew Men's Shed, as well as for wider Renfrew Development Trust operations.



As part of the re-developments of Longcroft and once funding was secured for re-development and refurbishment, RDT will appoint an Architect to help shape the RDT plans for this building.

Car Park:

Renfrew Development Trust is including the Longcroft Cottages Car Park within the Community Asset Transfer request, to allow the facility to have parking spaces available to the Hub.

4.1.4 Activities that will take place

Once refurbished, Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will operate as a vibrant collaborative community hub for Renfrew — a welcoming and flexible space designed to support a wide range of community-led activities.

The hub will become the operational base for Renfrew Development Trust, providing facilities for meetings, volunteer coordination, and the delivery of community projects and events. It will also serve as a base for several established groups, including the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park, and the RDT Craft Group.

Regular activities will include workshops, craft sessions, health and wellbeing classes, small group meetings, training events, and social gatherings. The hub will also be available for local groups, charities, and residents to hire at affordable rates for community use, helping to sustain the building's ongoing costs.

The adjoining Miracle Span Store will be developed as a practical workspace and storage facility for the Renfrew Men's Shed, supporting hands-on activities such as woodworking, upcycling, maintenance projects and a Repair Shop.

Together, the Cottages and Miracle Span Store will create a lively and inclusive centre for creativity, wellbeing, collaboration and community development — a space shaped by local people and used for the benefit of the whole Renfrew community.

4.1.5 Letting Policy and Opening Hours

A Letting Policy will be developed as part of the overall Business Plan for Longcroft Cottages to ensure fair, transparent and inclusive access to all community users. Priority will be given to groups and activities that deliver social, educational, health or environmental benefits for the people of Renfrew.

The hub will offer a flexible mix of daytime and evening sessions, allowing local groups, charities and residents to use the facilities throughout the week. Availability and booking information will be managed by Renfrew Development Trust, with hire fees set at affordable, community-based rates to support the running costs of the building while keeping access open to all.

The site will operate under the Trust's standard safeguarding, insurance and health and safety policies, ensuring that all users enjoy a safe, welcoming and well-managed environment.

4.1.6 What provision will be provided for people with disabilities?

Accessibility and inclusion are central to the redevelopment of Longcroft Cottages and the Miracle Span Store (Nissan Hut). The buildings will be designed to ensure that everyone in the community, regardless of ability, can use the facilities safely and comfortably.

As part of the refurbishment, doorways will be widened, thresholds levelled, and circulation spaces improved to provide step-free access throughout the site. The single-storey layout of

Longcroft Cottages already offers a strong foundation for accessibility, and these upgrades will bring the building in line with modern standards.

An accessible toilet will be provided for hub users and members of the public, with clear signage and easy access from the main areas. The Nissan Hut will also be upgraded to provide level access, ensuring that members of the Renfrew Men's Shed and other groups can move safely between both buildings.

All works will comply with the Equality Act 2010 and relevant building regulations, with ongoing consultation to ensure the final design reflects the needs of all users.

4.1.7 Any Other Relevant Information

The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) represents a key opportunity to bring a long-neglected site on the edge of Robertson Park back into safe, active and sustainable community use. The project will transform a derelict structure and underused building into a modern, flexible and fully accessible community hub that directly responds to local need and enhances the surrounding environment.

The hub will provide a base for Renfrew Development Trust and its growing network of community groups, including the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park, and the RDT Craft Group. It will act as a focal point for community life, supporting volunteering, skills development, health and wellbeing initiatives, intergenerational projects and creative activities.

The development will also create a stronger link between Robertson Park and Renfrew's town centre, encouraging greater footfall and more consistent use of the area throughout the year. By introducing accessible indoor facilities and toilets, the hub will make the park more usable for families, schools, and visitors, encouraging outdoor activity and social interaction.

Sustainability and environmental responsibility will be built into the project design. Plans include energy-efficient systems, LED lighting, water-saving fixtures and the use of recycled and locally sourced materials wherever possible. The outdoor area will include garden and planting spaces maintained by volunteers, creating new opportunities for community growing, biodiversity and education.

Bringing these buildings back into use will reduce vandalism, improve safety and restore pride in a part of Renfrew that has been unused for many years. It will create a visible symbol of community ambition — a welcoming, inclusive and inspiring space that celebrates local identity and supports the long-term regeneration of Renfrew.

4.2 Benefits of the Proposal

If the Community Asset Transfer is approved, the redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will deliver wide-ranging and lasting benefits for the people of Renfrew. The project will transform a derelict and unsafe building into a thriving community hub that promotes wellbeing, learning, creativity and connection.

Economically, the project will support local regeneration by restoring a long-vacant site and attracting new activity to the area. The hub will generate sustainable income through room hire, workshops and community events, with all funds reinvested into the running of the facility and future community projects. Increased footfall to the site will also support local businesses and contribute to the wider economic vitality of Renfrew.

Socially, the hub will provide a safe and inclusive space where people of all ages and backgrounds can come together. It will reduce isolation and loneliness by providing regular opportunities for participation, volunteering and shared activity. The facility will help strengthen local networks and build confidence, creating a greater sense of ownership and pride within the community.

From a health and wellbeing perspective, the hub will host activities that promote physical and mental health — such as Men’s Shed sessions, craft workshops, exercise classes and peer support groups. The inclusion of public toilets and accessible indoor space near the park will also make Robertson Park more comfortable and usable for families and visitors throughout the year.

Environmentally, the project will promote sustainability through the reuse of existing buildings, energy-efficient systems and the creation of outdoor green spaces. These areas will provide opportunities for biodiversity, community growing and environmental education, while reducing the visual blight and safety risks associated with derelict buildings.

Overall, the proposal will deliver measurable economic, social, environmental and wellbeing outcomes. It will create a safe, inclusive and sustainable community asset that supports local growth, enhances quality of life and reflects the pride, ambition and resilience of the Renfrew community.

4.2.1 Economic Development / Income Generation

Approving this Community Asset Transfer will bring clear economic benefits to Renfrew by transforming a long-vacant and derelict property into a productive community asset. The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will create affordable, flexible spaces that support local activity, skills development and volunteering.

The hub will generate income through room hire, community workshops, training sessions and events delivered by Renfrew Development Trust and partner organisations. This income will be reinvested directly into the ongoing running costs, maintenance and future development of the site, ensuring long-term financial sustainability without reliance on continual external funding.

The project will also create opportunities for local contractors, tradespeople and suppliers during refurbishment and operation, supporting local employment and investment in the area. By encouraging more people to visit and use the facilities, the development will help increase footfall to nearby businesses and contribute to the wider regeneration of Renfrew.

Through this approach, the project will deliver lasting economic value — not through profit generation, but by creating a self-sustaining community hub that supports growth, participation and pride across Renfrew.

4.2.2 Regeneration

If this Community Asset Transfer is approved, the redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will play a key role in the regeneration of Renfrew. The project will transform a long-derelict and fire-damaged site on the edge of Robertson Park into a safe, attractive and fully accessible community facility.

By bringing the buildings back into use, the project will remove a source of visual blight and antisocial behaviour, replacing it with a positive, well-used and community-managed space. The development will act as a catalyst for wider local improvement by attracting more people into the area and demonstrating how community ownership can drive positive change.

The hub will strengthen the connection between Robertson Park, surrounding neighbourhoods and the town centre, encouraging greater footfall and more active use of the park throughout the year. It will also provide a permanent base for community-led groups and activities that support volunteering, learning and wellbeing, helping to build local confidence and civic pride.

Through the restoration of these historic buildings and the creation of a vibrant new community hub, this project will contribute directly to Renfrew's physical, social and cultural regeneration — turning a neglected site into a symbol of community renewal and shared ambition.

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4.2.3 Public Health

Approving this Community Asset Transfer will have a direct and positive impact on the health and wellbeing of local residents. The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will provide a safe, accessible and welcoming space where people can take part in activities that support physical, mental and emotional wellbeing.

The new hub will host a range of community-led programmes — including Men's Shed sessions, craft workshops, health and fitness classes, and wellbeing support groups — helping residents stay active, build confidence and connect with others. These activities will play an important role in reducing social isolation, which is widely recognised as a key factor in poor mental health.

The facility's location next to Robertson Park creates a natural link between indoor and outdoor activity, encouraging people of all ages to use the park more frequently for exercise, volunteering and recreation. The inclusion of accessible public toilets will also make the park more comfortable and inclusive for families, older residents and visitors.

By creating a space where people can learn, share, socialise and stay active, the Longcroft project will contribute to improved physical and mental health outcomes, helping to build a stronger, more connected and resilient community in Renfrew.

4.2.4 Social / Wellbeing

The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will create a welcoming, inclusive space where people of all ages and backgrounds can come together. By providing a shared base for community groups and activities, the project will help

strengthen social connections, reduce loneliness and foster a greater sense of belonging across Renfrew.

The hub will bring together established community projects such as the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park and the RDT Craft Group, while also offering opportunities for new groups and initiatives to develop. It will provide a safe environment for social gatherings, learning, volunteering and creative activity — all of which build confidence, purpose and community pride.

Regular events, workshops and social programmes will encourage intergenerational participation, allowing people to share skills, experiences and stories. This approach will help bridge gaps between age groups, strengthen mutual understanding and build stronger community relationships.

By offering a space that is open, accessible and community-led, the Longcroft project will promote inclusion, social cohesion and resilience — ensuring that everyone feels welcome and able to play an active part in Renfrew's future.

4.2.5 Environmental / Wellbeing / Environmental Benefits

The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will deliver significant environmental and wellbeing benefits by promoting sustainability, improving the local environment and encouraging greater use of outdoor green spaces.

By restoring and reusing existing buildings rather than demolishing them, the project supports Renfrewshire's climate objectives by reducing waste, conserving materials and minimising the carbon footprint of construction. The refurbished facilities will incorporate energy-efficient systems, improved insulation, LED lighting and water-saving fixtures to ensure long-term environmental performance and lower running costs.

The outdoor areas around the site will be landscaped to complement Robertson Park, including community planting beds and garden spaces maintained by volunteers. These will create opportunities for local residents to take part in community growing, biodiversity and environmental education, improving both the setting and the wellbeing of those involved.

Through the reuse of derelict buildings, the creation of green and accessible outdoor areas, and a strong focus on sustainable design, the project will demonstrate community leadership in environmental responsibility and deliver lasting benefits for Renfrew's people and place.

4.2.6 Reduction in Inequalities

The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will play an important role in reducing inequalities across Renfrew by creating an inclusive, accessible and welcoming space for everyone.

The project will ensure that people of all ages, backgrounds, abilities and circumstances can take part in community life. The building's single-storey layout, widened doorways, and accessible facilities will make it easy for people with mobility challenges or additional needs to participate fully. The inclusion of a public toilet and step-free access will also make Robertson Park more usable for families, older residents and visitors with disabilities.

Programmes delivered through the hub will actively promote equality by offering activities that are low-cost, free or targeted towards groups who may otherwise experience barriers to participation — including older adults, carers, people with disabilities, and those experiencing social isolation or financial hardship.

By ensuring that access, design and programming reflect the needs of the whole community, the Longcroft project will help reduce inequality, strengthen social inclusion and create a facility that truly belongs to the people of Renfrew.

4.2.7 Any Other Relevant Information

In addition to the specific benefits already outlined, the redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will deliver wider positive outcomes for Renfrew's people and environment.

Restoring these derelict and fire-damaged buildings will improve the visual character of the area and reduce the risks of vandalism and antisocial behaviour associated with long-term vacancy. The new community hub will act as a visible symbol of renewal and community ownership, demonstrating how local people can lead regeneration and deliver lasting change.

The project will also strengthen collaboration between local groups, schools, voluntary organisations and public agencies, creating opportunities for partnership working and shared learning. By providing a central, accessible base, it will support more coordinated community action and make it easier for residents to get involved in local projects and volunteering.

Through these wider social, environmental and partnership benefits, the Longcroft redevelopment will have a positive and lasting impact on the local area — transforming a neglected site into a safe, well-used and valued community space that embodies the pride and ambition of Renfrew.

4.3 Restrictions on Use of the Land

There are no known restrictions on the use or development of the land relating to Longcroft Cottages or the adjoining Miracle Span Store (Nissan Hut). Both properties as well as the Robertson Park is now Renfrew Common Good Properties as of 2026 which is administered by Renfrewshire Council and have been vacant for several years.

Renfrew Development Trust will ensure that all future use of the site complies with planning, building and environmental regulations, as well as any conditions attached to the asset transfer. The development will respect the character of the surrounding area and complement the neighbouring Robertson Park, ensuring the site remains open, safe and welcoming to the public.

The proposed community use aligns with the Council's strategic objectives for regeneration, participation and sustainability, and no activities are planned that would conflict with existing land uses or public access.

4.4 Negative Consequences

Any potential risks or negative consequences arising from this Community Asset Transfer will be carefully managed by Renfrew Development Trust through strong governance, planning and ongoing review.

Short-term disruption may occur during refurbishment works, but this will be minimised through close coordination with Renfrewshire Council, clear communication with local residents and safe site management. All works will comply with relevant construction and environmental standards to ensure safety for park users and neighbouring properties.

There is a small risk of temporary restrictions to parts of Longcroft Drive during construction; however, the long-term outcome will significantly improve safety and accessibility for pedestrians. The project will not negatively affect the local economy or displace any existing community activities — instead, it will enhance the area's appearance, use and value.

Environmental impacts will be kept to a minimum through the reuse of existing structures, energy-efficient design, and responsible waste management. A detailed Risk Register and mitigation plan will form part of the project's Business Plan, ensuring all risks are identified, monitored and effectively controlled.

4.5 Capacity to Deliver

Renfrew Development Trust has the governance, experience and professional expertise to successfully deliver the redevelopment of Longcroft Cottages and the Miracle Span Store (Nissan Hut).

The Trust is a registered charity and company limited by guarantee, managed by a voluntary Board of ten Trustees supported by a part-time Development Officer. The Board brings wide-ranging professional skills across project management, construction, finance, community development, education, governance and health, providing strong oversight and accountability for all aspects of the project.

RDT has a proven track record of delivering community-led initiatives, including the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park, and the RDT Craft Group. These projects demonstrate the Trust's ability to plan, fund and manage successful community programmes that deliver long-term benefit.

Once funding is secured, professional advisers — including architects, surveyors and feasibility consultants — will be appointed to oversee design, compliance and construction. Governance is maintained through regular Board meetings, a Governance Sub-Group and clear financial procedures in line with charity law and company requirements.

The redevelopment will be delivered in phased stages, supported by income generated from hub activities and future funding bids. Through its established structure, partnerships and experienced team, Renfrew Development Trust has the capability and commitment to deliver this project safely, sustainably and for the long-term benefit of the Renfrew community.

4.5.1 Skills and Experience of Members of the Organisation

Renfrew Development Trust is governed by a skilled and experienced Board of Trustees, supported by a part-time Development Officer. Together, they bring extensive knowledge and practical experience across finance, project management, construction, education, health, fundraising, governance and community development — all essential to the successful delivery of the Longcroft Cottages redevelopment.

The Board is chaired by Kevin Milliken, a Senior Procurement Specialist with local government experience in construction and capital projects. He provides strategic leadership and oversight of the Trust's long-term vision and development.

Harry Armstrong, Vice Chair, brings expertise in education and public policy and supports the Trust's community engagement and youth-focused initiatives.

Catherine Durham, Treasurer, is a qualified accountant with 25 years of experience in local authority finance, providing strong financial management and budget control.

Other Trustees contribute specialist skills in property maintenance, occupational therapy, economic development, stakeholder engagement, data analysis, and project coordination — ensuring informed decision-making across all areas of governance and delivery.

The Board is supported by Development Officer Elaine Shearer, who manages day-to-day operations, partnership development and volunteer coordination. This combination of strategic oversight and operational experience ensures the Trust has the knowledge, structure and leadership required to deliver the project effectively and sustainably.

4.5.2 Use of Professional Advisors

To ensure the successful delivery of the Longcroft Cottages and Miracle Span Store (Nissan Hut) redevelopment, Renfrew Development Trust will appoint professional advisors to provide specialist support at each stage of the project.

Subject to funding, RDT plans to engage architects, surveyors and feasibility consultants to develop detailed design plans and ensure all works comply with building regulations, health and safety standards and accessibility requirements. Professional advice will also be sought on structural integrity, mechanical and electrical systems, and energy efficiency to ensure that the redevelopment meets modern environmental standards.

RDT has already worked with AMT Structural Design and Lambert Smith Hampton, who completed initial building and structural assessments. These partnerships provide a strong foundation for the next phase of design and planning.

By combining professional expertise with strong community governance, Renfrew Development Trust will ensure the project is delivered to a high standard, on time and within budget.

4.5.3 Existing Lease or Property Management Arrangements

Renfrew Development Trust does not currently lease or manage any property owned by Renfrewshire Council.

However, the Trust already operates several successful community projects and partnerships across Renfrew, demonstrating its ability to manage assets responsibly and deliver activities that benefit the wider community. The proposed transfer of Longcroft Cottages and the Miracle Span Store (Nissan Hut) represents the next step in the Trust's development — providing a permanent base to coordinate, manage and expand these initiatives.

4.5.4 Maintenance of the Asset

Renfrew Development Trust will implement a clear and proactive maintenance plan to ensure the Longcroft Cottages and the Miracle Span Store (Nissan Hut) are kept in a safe, functional and welcoming condition at all times.

Regular inspections will be carried out to identify any repair or maintenance needs, supported by a structured schedule for cleaning, servicing and safety checks. The Trust will ensure all essential compliance requirements are met, including building insurance, fire safety, electrical testing and accessibility standards.

A dedicated maintenance fund will be established, supported by income generated through room hire, events and community activities. This fund will cover ongoing upkeep, emergency repairs and long-term improvements, ensuring the sustainability of the buildings without over-reliance on external grants.

Where appropriate, the Trust will also engage volunteers, community groups and local contractors to assist with maintenance and gardening work, fostering a sense of ownership and pride in the site.

Through this planned approach, Renfrew Development Trust will maintain the asset to a high standard, ensuring it remains a safe, attractive and long-lasting facility for the community.

Renfrew Development Trust accepts full responsibility for the maintenance, insurance and management of the buildings and surrounding land. The Trust will ensure the development complies with all relevant building, safety and accessibility standards, including the Equality Act 2010. Ongoing community engagement will continue throughout the refurbishment and operational phases to ensure the project remains inclusive, sustainable and aligned with local needs.

4.5.5 Any Other Relevant Information

Renfrew Development Trust has consistently demonstrated its ability to deliver community-led projects that make a real difference in Renfrew. The Trust has successfully developed and managed initiatives such as the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park, and the RDT Craft Group — all of which have grown through effective planning, collaboration and community engagement.

The redevelopment of Longcroft Cottages and the Miracle Span Store (Nissan Hut) will build on this strong foundation, providing a permanent base for the Trust's operations and future projects. The new hub will also support the incubation of new community groups and ideas, helping residents turn local priorities into sustainable initiatives.

The Trust maintains strong relationships with local partners, including Renfrewshire Council, local schools, voluntary organisations and community groups, ensuring a joined-up approach to regeneration and community development.

OFFICIAL

Through its experience, governance and strong local partnerships, Renfrew Development Trust is well placed to deliver this project successfully and ensure the asset remains a valuable resource for the people of Renfrew for generations to come.

Section 5 – Level and Nature of Support

5.1.1 Membership of the Community Transfer Body

Renfrew Development Trust is a community-controlled organisation open to anyone who lives, works or has an active interest in Renfrew. Membership is open to individuals aged 16 and over, ensuring the Trust reflects a wide and inclusive cross-section of the community.

At the time of submission, the Trust has over 200 members, representing local residents, volunteers and community partners. Members play an active role in shaping the Trust's direction through the Annual General Meeting, participation in sub-groups, and involvement in community consultation and volunteering.

The Trust continues to promote membership through community events, social media, and partnerships with local groups, ensuring ongoing representation and participation from across the Renfrew area.

5.1.3 Consultation and Engagement with the Community

Renfrew Development Trust has carried out extensive consultation with the Renfrew community throughout 2024 and 2025 to shape the proposal for Longcroft Cottages and the Miracle Span Store (Nissan Hut).

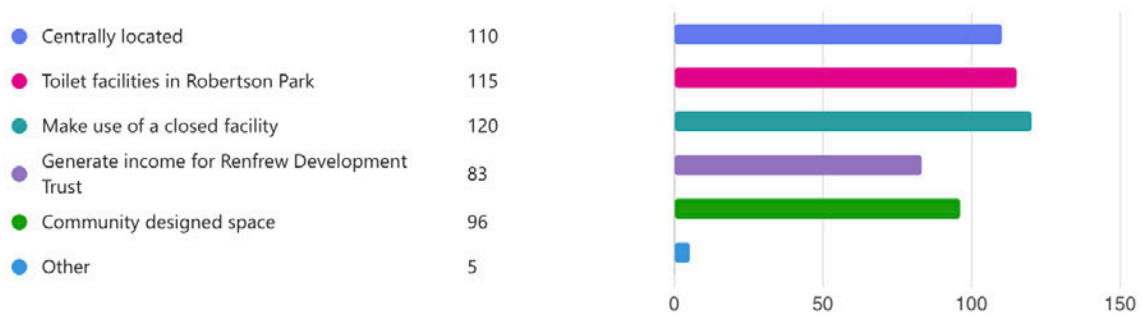
Two public surveys were undertaken using Microsoft Forms, generating a total of 165 responses from local residents, community groups and park users. Respondents were asked about their priorities for community facilities, potential uses for the buildings, and the types of activities they would like to see delivered. The results showed strong support for restoring Longcroft Cottages and highlighted consistent themes including the need for:

- Accessible and affordable community space for meetings and activities
- Public toilets and indoor facilities near Robertson Park
- More opportunities for wellbeing, craft and Men's Shed activities
- Space for new community projects and volunteering

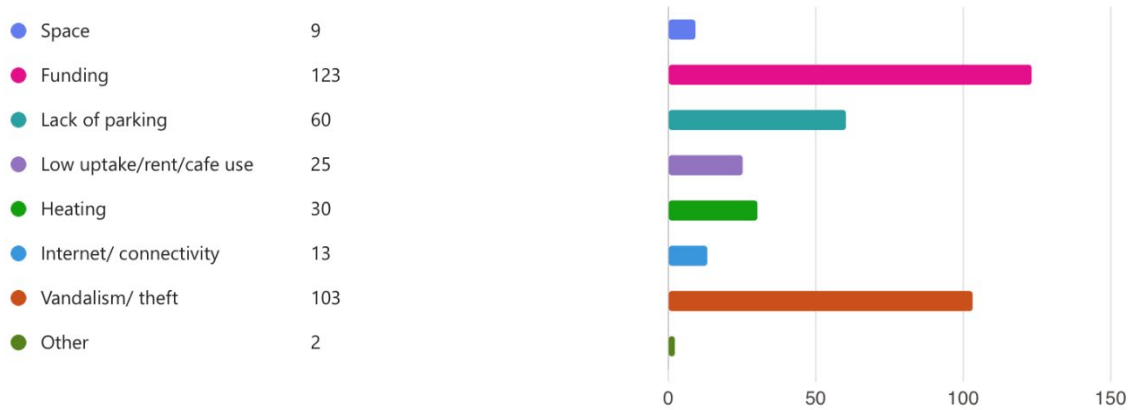
In addition to online engagement, face-to-face discussions took place with local organisations including Friends of Robertson Park, Friends of Clydeview Park, and the Renfrew Men's Shed, as well as informal conversations with residents during community events and park activities.

All feedback gathered has directly influenced the design and planned use of the site, ensuring the project genuinely reflects local needs and priorities. The Trust will continue this engagement throughout the redevelopment to maintain transparency, encourage participation and strengthen community ownership of the project.

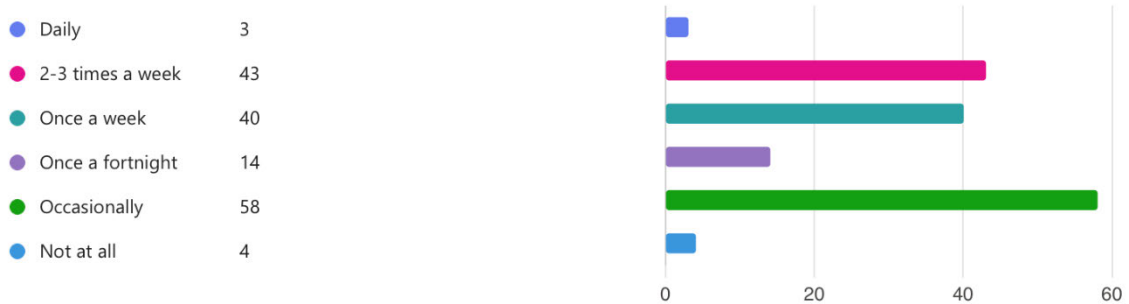
3. What do you think would be the main benefits of Community Hub being set up in the Longcroft Cottages, Renfrew?



5. What do you think would be the main challenges of a Community Hub being set up in the Longcroft Cottages, Renfrew?

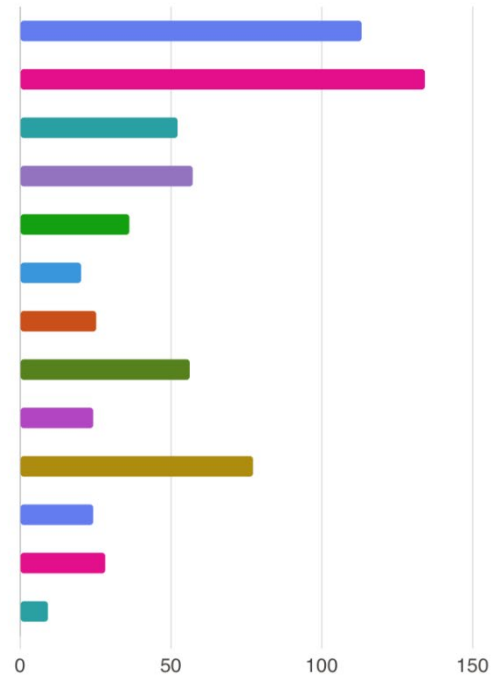


7. If a new Community Hub opened in Longcroft Cottages, Renfrew would you or any member of your household use it?



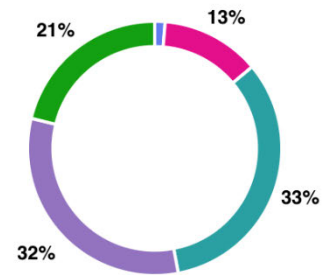
3. What facility would you use?

Public Toilets	113
Community Cafe	134
Retail (small tuck shop)	52
Retail (gifts and crafts)	57
Hire (tennis or sport equipment)	36
Hire (tool library)	20
Men's Shed	25
Venue Hire (such as parties)	56
Venue Hire (Meeting Space)	24
Craft Classes	77
Flexible Workspace	24
Youth Hang Out Space	28
Other	9



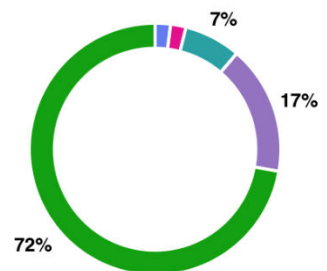
3. At what time of day would you be most likely to use the Hub (please tick as many as you like)?

Before 8am	2
8am - 12 noon	19
12 noon - 2pm	50
2pm - 6pm	48
After 6pm	32



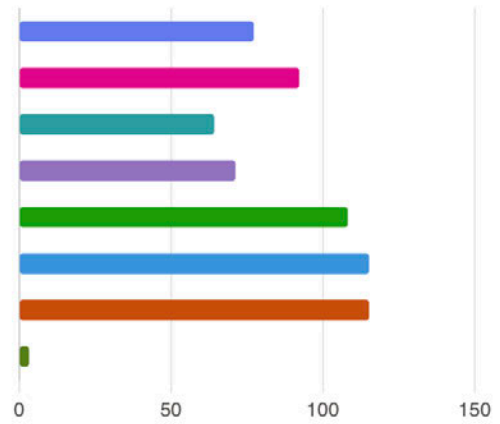
11. On a scale of 1 – 5 (where 1 is not important and 5 is very important), how important do you think it is to have a Community Hub in Renfrew?

1	3
2	3
3	11
4	25
5	109



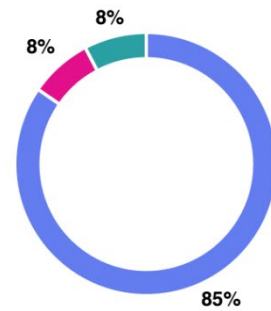
. A community-owned asset can create multiple local benefits and we would welcome your thoughts on what the priorities for the project should be (please tick all that apply):

● Employment	77
● Volunteering	92
● Local Produce	64
● Venue hire	71
● Social Facilities (Youth)	108
● Social Facilities (Adult)	115
● Public Toilets	115
● Other	3



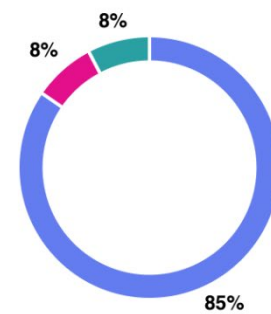
Would you like a dedicated space for social gatherings and events?

● Yes	11
● No	1
● Maybe	1



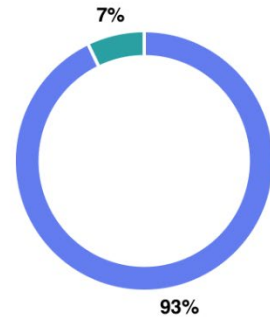
. Would you be interested in a multi purpose hall for various activities?

● Yes	11
● No	1
● Maybe	1



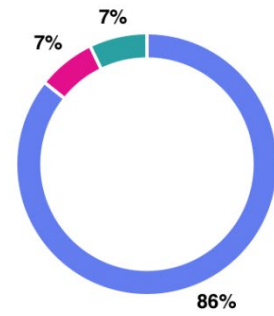
Should the hub include outdoor seating or green spaces?

● Yes	13
● No	0
● Maybe	1



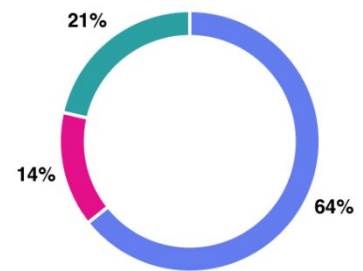
1. Would you like the community hub to include a cafe or snack bar?

● Yes	12
● No	1
● Maybe	1



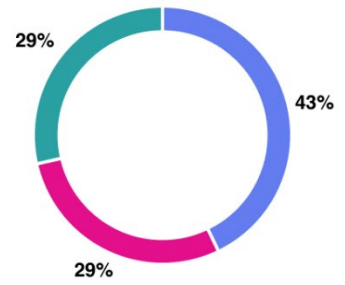
Would you prefer the hub to be open extended hours, evenings and weekends?

● Yes	9
● No	2
● Maybe	3



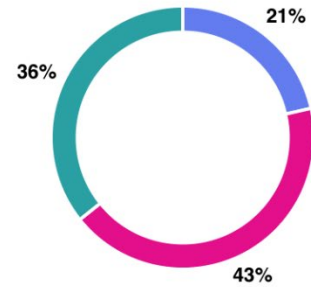
Should the hub include fitness or wellness facilities (e.g. a gym or yoga room)?

- Yes 6
- No 4
- Maybe 4



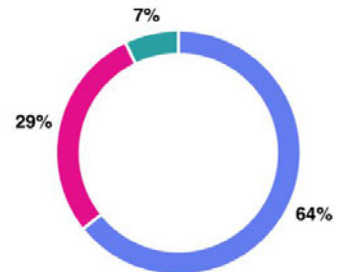
Should there be a children's play area or daycare facility?

- Yes 3
- No 6
- Maybe 5



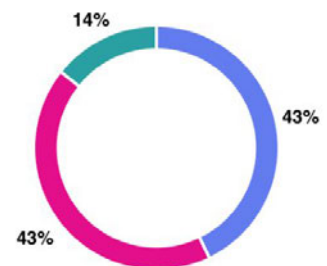
Would you be interested in outdoor recreational facilities?

- Yes 9
- No 4
- Maybe 1



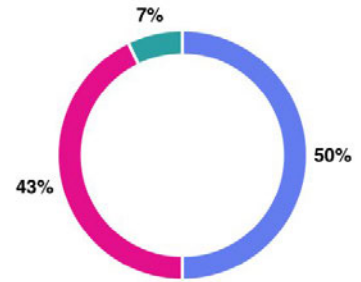
. Would you like fitness classes such as yoga, pilates, or aerobics?

- Yes 6
- No 6
- Maybe 2



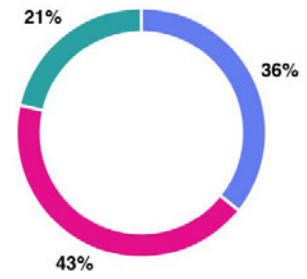
Would you be interested in mindfulness or mediation sessions?

- Yes 7
- No 6
- Maybe 1



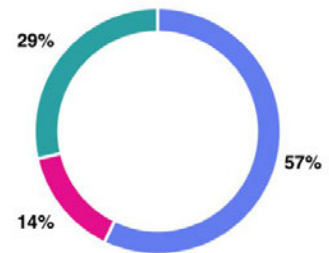
Should the hub provide personal training or wellness coaching?

- Yes 5
- No 6
- Maybe 3



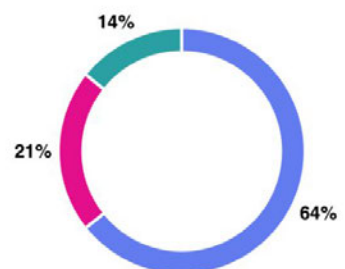
Should the hub offer painting, drawing, or sculpture classes?

- Yes 8
- No 2
- Maybe 4



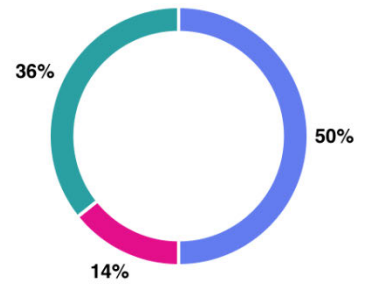
Would you attend workshops on crafts like knitting, quilting, or woodworking?

- Yes 9
- No 3
- Maybe 2



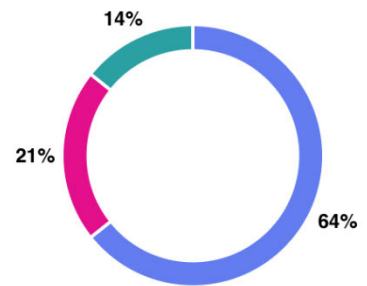
i. Should the hub include performing art classes, such as theatre or music lessons?

- Yes 7
- No 2
- Maybe 5



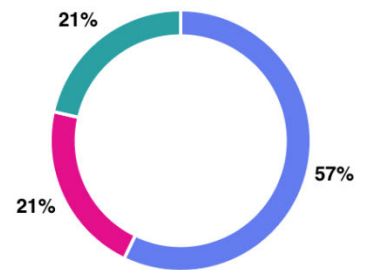
. Would you be interested in culinary arts classes, like cooking or baking?

- Yes 9
- No 3
- Maybe 2



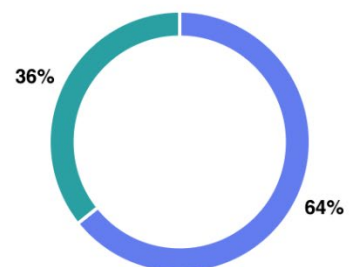
. Would you be interested in language learning classes?

- Yes 8
- No 3
- Maybe 3



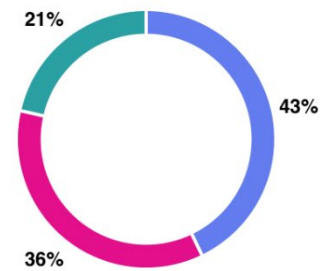
. Should the hub offer games nights or trivia competitions?

- Yes 9
- No 0
- Maybe 5



. Should the hub offer a hot desking facility?

● Yes	6
● No	5
● Maybe	3



5.1.4 Have you contacted local staff?

Renfrew Development Trust has maintained regular communication with officers from Renfrewshire Council throughout the development of this proposal. Early discussions were held with the Community Asset Transfer and Property Services teams to confirm ownership details, gather site information, and ensure the proposal aligned with Council procedures and policies.

Further contact has taken place with relevant Council officers to discuss property access, safety, and the potential impact of redevelopment works on neighbouring areas. These discussions have been constructive and have helped inform the approach taken within this application.

The Trust will continue to engage closely with Council officers during the next stages of the process — particularly regarding planning, property management and community engagement — to ensure the redevelopment is delivered safely, efficiently and in full partnership with the local authority.

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

No other communities will be negatively affected by this proposal. The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will take place on the boundary of Robertson Park and will enhance, rather than disrupt, the experience of park users and local residents.

The project has been designed to complement existing park facilities and community activities. By providing accessible toilets, flexible indoor spaces and improved safety around the site, the redevelopment will create additional opportunities for people to enjoy the park and take part in community life.

Renfrew Development Trust will continue to engage with local residents, park users and nearby groups as the project develops to ensure the works support and strengthen community use of the surrounding area.

5.1.6 Any Other Relevant Information

Throughout community engagement for this project, local residents have repeatedly highlighted the need for accessible toilets and indoor facilities close to Robertson Park. The redevelopment of Longcroft Cottages directly addresses this by providing both, alongside flexible community space for events, workshops and social activities.

The project has also strengthened relationships between Renfrew Development Trust, Friends of Robertson Park, Friends of Clydeview Park, and other local groups. These partnerships will continue as part of the site's future management, ensuring that the hub operates collaboratively and reflects community priorities.

By responding directly to feedback gathered during consultation, the project ensures that the redevelopment of Longcroft Cottages is firmly rooted in local need and community aspiration — creating a space designed by and for the people of Renfrew.

Section 6. Funding and Sustainability

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

Renfrew Development Trust (RDT) will seek and apply for funding to support the refurbishment and redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut).

Full financial details and projected costs will be included in the Business Plan accompanying this Community Asset Transfer. The proposed use of the buildings will be as a collaborative community hub and Men's Shed workshop, providing flexible and affordable space for local groups, events and wellbeing activities.

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

This information will be set out in full within the Renfrew Development Trust Community Asset Transfer Business Plan, which will include detailed costings for:

- Building renovation and redevelopment works
- Ongoing maintenance and running costs
- Insurance, utilities and compliance costs
- Anticipated income from room hire, activities and community events
- Volunteer contributions and in-kind support

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

Renfrew Development Trust was awarded Local Partnerships Funding to commission a building survey and structural assessment of Longcroft Cottages. The Trust secured £5,000 in funding for this work, which was completed by AMT Structural Design and Lambert Smith Hampton. No ongoing conditions are attached to this funding.

Renfrew Development Trust was awarded Sustainable Communities funding to appoint a Consultant to undertake a Business Plan which supports our Community Asset Transfer Application. The Trust secured £8,800 in funding to undertake this work.

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

Renfrew Development Trust has not yet applied for further funding. Applications are being prepared for national and local funding streams, including the Scottish Land Fund and Renfrewshire Council's Community Empowerment Fund, Renfrew Common Good Fund once the asset transfer is approved in principle.

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

Not applicable at this stage.

The Trust intends to explore community fundraising and volunteer contributions as part of its wider sustainability plan following the transfer.

6.1.5 Any other relevant information

Renfrew Development Trust is preparing a phased delivery plan for the redevelopment, aligning work with available funding to ensure the project remains financially responsible and sustainable. The Trust will continue to work closely with funders, partners and Renfrewshire Council to identify suitable funding opportunities and secure long-term investment in the site.

The Renfrew Development Trust has a track record of securing funding as we are currently operating multiple different projects and initiatives across the town. The Trust has secured other funding to carry out the Structural and Conditions Survey to Longcroft Cottages as well as securing funding to carry out the Business Plan to take our Community Asset Transfer the next stage.

Section 7 - Other Supporting Documentation

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

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

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

Declaration and Signature

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

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

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

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

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

1. Name **Kevin Milliken**

Address

Date

Position **Chairperson**

Signature

2. Name **Harry Armstrong**

Address

Date

Position **Vice Chairperson**

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

Property plan/floor plan

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.

Detailed within the section.

Section 5 – evidence of community support

Detailed within the section.

Section 6 – funding

Detailed within the section

Section 7 – Supporting Documentation



*Bringing Longcroft Cottages and the Miracle Span Store
back into community use*

**LONGCROFT COTTAGES
COMMUNITY ASSET TRANSFER PROJECT
DRAFT BUSINESS PLAN
JUNE 2026**

Primary Contact:

Kevin Milliken, Chairperson,
Renfrew Development Trust
Email: rdtenquiries@outlook.com
Telephone: 07964 873433
www.facebook.com/RenfrewDevelopmentTrust

Registered office:

Anderson Business Centre
13 Anderson Drive
Renfrew
PA4 8PL

Renfrew Development Trust is a company limited by Guarantee No. SC487594
and Registered Scottish Charity No. SC045380

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1. Executive Summary

Renfrew Development Trust (RDT) is a community-led charity and recognised Community Transfer Body established in 2015 to improve the social, economic, environmental and cultural wellbeing of Renfrew. The Trust works with local residents, volunteers, community groups and partner organisations to deliver projects and activities that strengthen community participation, improve local spaces and support the sustainable development of the town.

This Business Plan supports Renfrew Development Trust's application to acquire Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) through a Community Asset Transfer from Renfrewshire Council. Both buildings are currently vacant or underused and require significant investment to secure their future. The Trust proposes to bring these assets back into productive community use by creating a community hub that will serve local residents, volunteers and community organisations.

The vision is to create an accessible, welcoming and sustainable community facility within Robertson Park that supports volunteering, learning, wellbeing, social connection and community participation. The redevelopment will provide a permanent headquarters for Renfrew Development Trust and a shared base for a number of community groups currently supported by the Trust, helping to strengthen community activity and collaboration within Renfrew.

The redeveloped facility will provide flexible space for meetings, workshops, training, educational activities, wellbeing programmes, volunteering and community events. Dedicated accommodation will be created for Renfrew Men's Shed, including workshop and storage facilities within the refurbished Miracle Span Store (Nissan Hut) to support woodworking, repair, restoration and upcycling projects. The hub will also provide meeting rooms, office accommodation, storage facilities, public toilet provision for park users and affordable space for use by local groups and organisations.

The project responds directly to priorities identified through community consultation and engagement. Surveys undertaken by the Trust demonstrated strong support for the redevelopment and identified demand for accessible community facilities, workshop space, volunteering opportunities, wellbeing activities and improved amenities within Robertson Park. The project will increase opportunities for community participation, volunteering, skills development and social connection while bringing currently underused buildings back into active community use.

The estimated cost of redeveloping Longcroft Cottages and the Miracle Span Store (Nissan Hut) is £547,500. Renfrew Development Trust has identified a funding package of £600,000 comprising external grant funding and direct investment by the Trust. The funding package has been developed to support both the capital redevelopment of the buildings and the operational costs incurred during the first year of the project, including the establishment and opening of the Community Hub and Men's Shed facility. Refurbishment works are expected to be completed during 2027, with the Community Hub opening in August 2027.

The first year of financial projections reflects a transitional period during which Renfrew Development Trust continues to operate from its existing premises while refurbishment works are

completed. Following relocation to the Community Hub in August 2027, the projections include approximately five months of Community Hub operations. The funding package therefore supports the redevelopment phase, the Trust's ongoing activities and the initial operation of the new facility. Detailed Year 2 financial projections will be prepared and will reflect a full year of Community Hub operations.

Renfrew Development Trust has the governance, skills and experience required to deliver the project successfully. The Trust is supported by an experienced Board with expertise in construction, procurement, finance, project management, community development, education and organisational leadership, together with a dedicated Development Officer. This combination of strong governance, professional expertise and community support provides a solid foundation for the successful redevelopment and long-term management of the facility.

The redevelopment of Longcroft Cottages and the Miracle Span Store (Nissan Hut) will secure the future of two underused community assets, enhance the facilities available within Robertson Park and create a long-term community resource that supports local residents, volunteers and community organisations across Renfrew.

2. Governance, Organisational Capacity & Track Record

2.1 Organisational Details

Renfrew Development Trust is a company limited by Guarantee No. SC487594 and a Registered Scottish Charity No. SC045380

The Trust was incorporated on 26 September 2014 and was registered as a Scottish charity on 28 January 2015 operating principally within Renfrewshire. The organisation is recognised as a Community Transfer Body under Part 5 of the Community Empowerment (Scotland) Act 2015.

Their offices are located in Anderson Business Centre, Renfrew.

Registered office:

Anderson Business Centre
13 Anderson Drive
Renfrew
PA4 8PL

Primary Contact:

Kevin Milliken, Chairperson,
Renfrew Development Trust

Email: [REDACTED]

Telephone: [REDACTED]

www.facebook.com/RenfrewDevelopmentTrust

2.2 Mission & Objectives

2.2.1 Core Charitable Objectives of Renfrew Development Trust

Renfrew Development Trust was established in 2015 to benefit the community of Renfrew. The organisation's objectives include:

1. To advance development of the Community of Renfrew by maintaining, improving and regenerating its physical, economic, social and cultural infrastructure, and assisting people who are at a disadvantage because of their social and economic circumstances;
2. To advance protection or improvement of the Community through the preservation and conservation of the natural environment, the maintenance, improvement or provision of environmental amenities for the Community, the provision of other environmental and regeneration projects and/or the preservation and conservation of buildings or sites of architectural, historic or other importance to the Community;
3. To relieve those in need by reason of unemployment, particularly among residents of Renfrew for the public benefit in such ways as may be thought fit, including assistance to find employment;
4. To advance education and in particular to promote opportunities for learning for the benefit of the general public so that they can play a leading, proactive role in the sustainable development of the Community and which will assist the participants in obtaining paid employment;
5. To provide in the interests of social welfare facilities for recreation and other leisure time activity to the residents Renfrew with a view to improving their conditions of life.

2.2.2 Project Aims

The main aim of the project is to restore Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut), bringing both buildings back into active community use and creating a permanent community facility within Robertson Park.

Renfrew Development Trust plans to create a community hub that provides flexible space for local groups, volunteering, workshops, training and community activities. The project also aims to improve the use and appearance of this part of Robertson Park and provide a long-term base for Trust-led activities and supported groups.

The long-term aim is for the hub to become financially sustainable through a mixture of room hire, workshops, community activities and income generated through Men's Shed projects, including repairs and donations for refurbished or handmade items.

Short-Term Objectives (0–12 Months)

- Secure approval of the Community Asset Transfer request.
- Secure funding for the redevelopment and refurbishment of the buildings.
- Complete detailed design, surveys and project development work.
- Restore and refurbish Longcroft Cottages and the Miracle Span Store (Nissan Hut).
- Bring two neglected buildings back into active community use.

Medium-Term Objectives (1–3 Years)

- Establish the Collaborative Community Hub as a permanent base for Renfrew Development Trust and its supported groups.
- Provide flexible and accessible space for community activities, volunteering, learning and wellbeing initiatives.
- Support the continued development of Renfrew Men’s Shed and other community-led projects.
- Increase opportunities for community participation, volunteering and partnership working.
- Develop income-generating activities through room hire, workshops and community enterprise activity.

Long-Term Objectives (3+ Years)

- Achieve the long-term financial sustainability of the Community Hub through a combination of earned income, grant funding and community-led activities.
- Maintain Longcroft Cottages and the Miracle Span Store as long-term community assets.
- Support the continued growth of community activity within Robertson Park.
- Create a lasting legacy through a well-managed community facility that continues to benefit the people of Renfrew.

2.2.3 Alignment with Local and National Regeneration Priorities

The Longcroft Project aligns with the objectives of the Renfrewshire Local Development Plan 2021, particularly in relation to regeneration, placemaking, sustainable development and the enhancement of community facilities and greenspaces. The proposal supports the Plan’s commitment to improving the use and quality of existing community assets within Renfrew. The project also supports the long-term reuse and improvement of a Common Good asset for community benefit within Renfrew.

<https://www1.renfrewshire.gov.uk/article/3070/Renfrewshire-Development-Plan>

The project also aligns with the objectives set out within Renfrewshire Council’s Local Development Plan (LDP2) Delivery Programme Update 2024. The proposal supports the Council’s commitment to Community Asset Transfer and the development of strong, safe and resilient communities through community-led ownership and management of local assets.

<https://www1.renfrewshire.gov.uk/article/3070/Renfrewshire-Development-Plan>

The Longcroft Project also aligns with the objectives of Scotland’s National Planning Framework 4 (NPF4), particularly in relation to the sustainable reuse of vacant and underused buildings, community-led regeneration, placemaking and the enhancement of local greenspace.

<https://www.gov.scot/publications/national-planning-framework-4/>

The project further aligns with the priorities identified within “Renfrew’s Future - A Local Place Plan for All”, the community-led Local Place Plan produced by Renfrew Development Trust in collaboration with local residents, organisations and stakeholders. The Plan identifies the reuse of vacant and underused buildings, enhancement of community facilities and improvement of Robertson Park as important local priorities. Longcroft Cottages are specifically referenced within the Local Place Plan as a potential community asset project supporting wider community participation and accessible local facilities within Renfrew.

<https://sites.google.com/view/renfrew-developemnt-trust/local-place-plan?authuser=0>

2.3 Governance Structure

Renfrew Development Trust is governed by a Board of Trustees elected by its membership. The Trust operates in accordance with its Articles of Association and is responsible for ensuring effective governance, financial oversight and accountability across the organisation.

2.3.1 Board Structure

The Trust is governed by its Articles of Association and is managed by a voluntary Board of Trustees/Directors drawn from the local community.

The current Board consists of:

Kevin Milliken (Chairperson and Company Secretary)
Harry Armstrong (Vice Chairperson and Board Secretary)
Catherine Durham (Treasurer)
Kerry Russell
William Burgoyne
Laura Neil
Gary McGuire
Katrina McNeil
Gerard Slater
Carole Paton

2.3.2 Trustee Responsibilities

Under the Articles of Association, members elect Directors at Annual General Meetings, with the Board responsible for the governance, strategic direction and financial oversight of the Trust. Directors are responsible for:

- Controlling and supervising the activities of the Trust;
- Ensuring activities support the aims and objectives of the organisation; and
- Monitoring the financial position of the Trust.

Trustees are appointed to ensure an appropriate mix of skills, knowledge and experience. The Board meets regularly to oversee the activities of the Trust, review future priorities and monitor performance.

The Articles of Association set out the arrangements for membership, Annual General Meetings, General Meetings, voting procedures, member appeals and the appointment of Directors.

The Trust operates under formal Articles of Association and complies with the governance and reporting requirements of both Companies House and the Office of the Scottish Charity Regulator (OSCR). Annual accounts and returns are submitted in line with regulatory requirements.

The governance framework includes regular Board meetings, financial monitoring arrangements and succession planning for trustees.

2.3.3 Decision Making Arrangements

Renfrew Development Trust operates as a membership led organisation. Membership is free and open to anyone who lives, works or has an interest in Renfrew. As of June 2026, the Trust has over 200 members, demonstrating strong community participation and support for the organisation’s activities and future development proposals.

Members are able to:

- Attend and vote at Annual General Meetings;
- Elect Directors;
- Contribute ideas and feedback;
- Join project groups; and
- Support activities and events through volunteering.

2.4 Skills & Experience of the Board and Staff Team

Renfrew Development Trust is governed by an experienced Board of Trustees supported by a Development Officer. The Board has a range of skills and experience relevant to the acquisition, redevelopment and long-term management of the proposed community hub.

2.4.1 Board Skills Matrix

Board Member	Current / Professional Background	Key Skills & Experience	Relevance to CAT Project
Kevin Milliken (Chair)	Senior Procurement Specialist	Procurement, construction, capital	Strategic leadership, procurement

	(Construction), Local Authority	projects, strategic planning, governance, community leadership, volunteer management	oversight, project development and governance
Harry Armstrong (Vice Chair & Secretary)	Children's Rights Officer, former Primary Teacher	Education, public policy, community engagement, youth advocacy, communication, inclusion	Community engagement, stakeholder consultation, youth-focused development
Catherine Durham (Treasurer)	Former Accountant, North Lanarkshire Council	Financial management, accounting, budgeting, business management, public sector leadership	Financial oversight, budget control and governance
Kerry Russell	Local Government Community Development Professional	Fundraising, grant writing, event management, community development, heritage projects, partnership working	Funding applications, community engagement and heritage development
William Burgoyne	Curriculum Quality Leader, Building Services & Electrical, West College Scotland	Building services, electrical systems, education and training	Technical and educational insight relating to facilities and skills development
Laura Neil	Occupational Therapist and Senior NHS Leader	Governance, improvement, leadership, organisational development, research and audit	Governance, service design, accessibility and wellbeing-focused development
Katrina McNeil	Finance and Administration, University of Glasgow	Finance, procurement, budgeting, tenders, event organisation, property	Financial management, procurement and building maintenance oversight

Carole Paton	Community Development Professional	Data analysis, stakeholder engagement, training delivery, grant monitoring, equality and community development	Monitoring and evaluation, stakeholder engagement and partnership building
Gerard Slater	Project Manager and Commercial Manager	Project management, contract management, financial management, operations, engineering, manufacturing	Project delivery, contract oversight and technical expertise
Gary McGuire	Operations Manager, Marks & Spencer	Operations management, leadership, strategic planning, stakeholder engagement, budget management, community partnerships	Operational planning, service delivery and community partnership development
Elaine Shearer (Development Officer)	Development Officer; 20+ years legal office experience	Project coordination, administration, stakeholder engagement, volunteer coordination, community development	Day-to-day project co-ordination, partnership development and volunteer support

2.4.2 Collective Board Expertise

The Board's combined experience covers the key competencies required to successfully acquire, develop and manage community assets, including:

- Governance and strategic leadership
- Financial management and accounting
- Procurement and contract management
- Construction and building services
- Property maintenance and contractor liaison

- Project and programme management
- Community development and stakeholder engagement
- Fundraising and grant management
- Education, training and youth engagement
- Health, wellbeing and occupational therapy
- Data analysis, monitoring and inclusion
- Operational management and organisational development

This combination of strategic, technical, financial and community-focused expertise ensures the Trust is well placed to oversee the transfer, redevelopment and long-term sustainable operation of the proposed development.

2.4.3 Access to Professional Advice and Specialist Support

The redevelopment of Longcroft Cottages and the Miracle Span Store (Nissan Hut) will require specialist professional advice during the design and refurbishment stages of the project.

Subject to funding, Renfrew Development Trust will appoint architects, surveyors and other specialist advisers as required. Professional advice will be obtained on matters including building design, structural engineering, mechanical and electrical services, accessibility, energy efficiency and statutory approvals.

The Trust has already commissioned building and structural assessments from AMT Structural Design and Lambert Smith Hampton. These assessments provide a foundation for the next stages of project development.

The use of professional advisers will help ensure that redevelopment proposals are well informed and delivered to an appropriate standard.

2.5 Operational Capacity

2.5.1 Development Officer

The Trust is supported operationally by Elaine Shearer, a part-time Development Officer who has held the role since May 2022. Elaine has over 20 years of experience working in a legal office and supports the day-to-day operation of the Trust and the delivery of community projects.

2.5.2 Existing Partnerships and Community Projects

Renfrew Development Trust supports and works alongside a number of community initiatives, including the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park and the RDT Craft Group. These projects demonstrate the Trust's experience of coordinating community activities, supporting volunteers and working collaboratively with local groups and residents.

2.5.3 Day-to-Day Management

Operational management of the proposed community hub will be overseen by the Board of Trustees and supported by the Development Officer who will support the day-to-day operation and delivery of its activities.

As part of the proposed development, the Trust intends to create a Caretaker post and a part-time Cleaner post to support the operation of the facility. The Caretaker will be responsible for opening and closing the building, managing bookings and supporting the operation of the premises. The Cleaner will be responsible for maintaining the cleanliness of the building, including community spaces, toilets and other shared areas.

This combination of Board oversight, operational support and on-site staffing will provide the capacity required to manage the facility and support its ongoing use by the community.

2.6 Track Record and Previous Achievements

The Trust works to make Renfrew a better place for everyone by bringing people together to improve local spaces, support events and activities, celebrate Renfrew's history and identity, and work with partners to create opportunities for the town.

2.6.1 Projects and Activities Delivered

Since its establishment, Renfrew Development Trust has developed and supported a range of community projects, activities and initiatives designed to improve local spaces, increase participation and strengthen community connections.

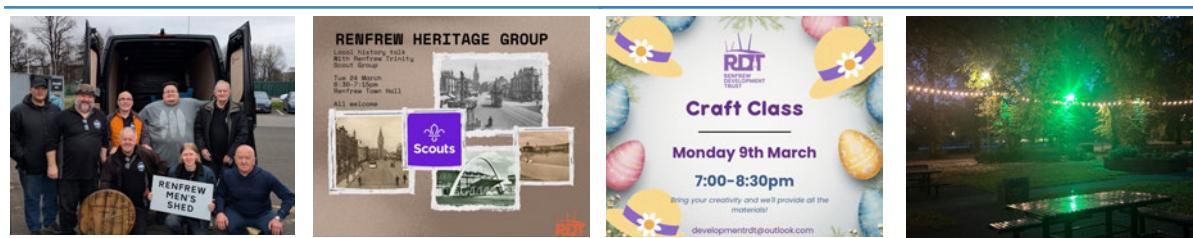


Figure 1 - Renfrew Men's Shed, Renfrew Heritage Group, RDT Craft Group, Robertson Park Sensory Garden.

Current and recent projects and activities include:-

- Friends of Robertson Park, including the Robertson Park Sensory Garden
- Renfrew Men's Shed
- Renfrew Heritage Group
- RDT Craft Group
- Community events and activities delivered in Robertson Park and across Renfrew
- Free tennis activities and coaching opportunities for children and families
- Wellbeing, mindfulness and educational classes, including yoga, British Sign Language and Mental Health First Aid
- Development of proposals for the Longcroft Cottages community hub project

These activities demonstrate the Trust's experience of developing projects, supporting volunteers, working with partners and delivering activities for the benefit of the local community.

2.6.2 Funding Secured

Renfrew Development Trust has a track record of securing funding to support community projects and activities.

Previous funding awards have supported the Renfrew Heritage Group, community activities, venue hire, equipment purchases, speaker fees, digital presentations, project delivery and operational costs.

Funding has also supported a range of community initiatives including heritage activities, wellbeing programmes, craft activities, park improvements, community events and sports activities.

2.6.3 Community Engagement Achievements

Community engagement is central to the work of Renfrew Development Trust. The organisation delivers activities, events, classes and projects designed to bring people together, encourage participation and strengthen community connections.

The Trust maintains an active online presence and regularly promotes opportunities for local people to participate in activities, events and volunteering. Through its projects and events, the Trust supports opportunities for residents of all ages to become involved in community life and contribute to the future development of Renfrew.

2.6.4 Volunteer Involvement and Community Participation

Renfrew Development Trust is a volunteer-led organisation which works with local residents to deliver projects, events and activities across the town.

Volunteers contribute to community projects, environmental improvements, heritage activities, community events and group activities. Through the Trust's programme of projects, events and community groups, local people are provided with opportunities to become involved in shaping and improving their community.

The Trust's membership, volunteer involvement and community partnerships provide an important foundation for the delivery of future projects, including the proposed community hub development.

2.7 Compliance and Insurance

Renfrew Development Trust recognises the importance of maintaining appropriate insurance and compliance arrangements to support its activities and future management of community assets.

Following transfer of the asset, the Trust will assume responsibility for the maintenance, insurance and management of the buildings and surrounding land. The Trust will ensure that the

redevelopment and operation of the facility complies with relevant building, safety and accessibility requirements, including the Equality Act 2010.

The Trust will maintain appropriate insurance cover and operate the facility in accordance with its safeguarding, health and safety and governance arrangements, ensuring that the buildings remain safe, well managed and accessible for users.

3. Project Overview and Asset Redevelopment

3.1 Overview of the CAT Proposal

Renfrew Development Trust has submitted a Community Asset Transfer (CAT) request under Part 5 of the Community Empowerment (Scotland) Act 2015 seeking the transfer of ownership of No. 1/2 Lodge House (Longcroft Cottages) and the adjoining Miracle Span Store (Nissan Hut), located on the boundary of Robertson Park, Renfrew. The Trust is requesting ownership of the assets for a nominal fee of £1, reflecting the community benefit of the proposal and the significant investment required to restore and operate the buildings.

The Community Empowerment (Scotland) Act 2015 provides community organisations with the opportunity to request the ownership, lease or management of publicly owned land and buildings where this can deliver social, economic or environmental benefits for the local community. Renfrew Development Trust has submitted its request as a recognised Community Transfer Body under the Act.

The assets are owned by Renfrewshire Council and form part of the Renfrew Common Good property portfolio. Longcroft Cottages is currently vacant and unused, while the adjoining Miracle Span Store (Nissan Hut) is partially used by Renfrewshire Council's Parks Service.

The proposal seeks to bring both buildings back into community use through their redevelopment as a community hub. The project will provide a permanent base for Renfrew Development Trust and community groups it supports, including the Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park and the RDT Craft Group.

The project supports priorities identified through Renfrew's Community-Led Local Place Plan, including bringing vacant and underused buildings back into use and improving community facilities within the town.

3.2 Assets Included

The Community Asset Transfer proposal relates to Longcroft Cottages, the Miracle Span Store (Nissan Hut) and the associated land shown within the transfer boundary.

No. 1/2 Lodge House (Longcroft Cottages)

Longcroft Drive
Renfrew
PA4 8NF

Property Reference Number (UPRN): 123081511

Miracle Span Store (Nissan Hut)

Longcroft Drive

Renfrew

PA4 8NF

Property Reference Number (UPRN): 123105323

3.3 Site and Asset Description

3.3.1 Site Location

Longcroft Cottages and the Miracle Span Store (Nissan Hut) are located on Longcroft Drive on the boundary of Robertson Park, Renfrew. The site occupies a prominent position adjacent to the park and is accessible from surrounding residential areas and the wider town. The site includes the buildings, surrounding grounds and existing car park located on the boundary of Robertson Park.

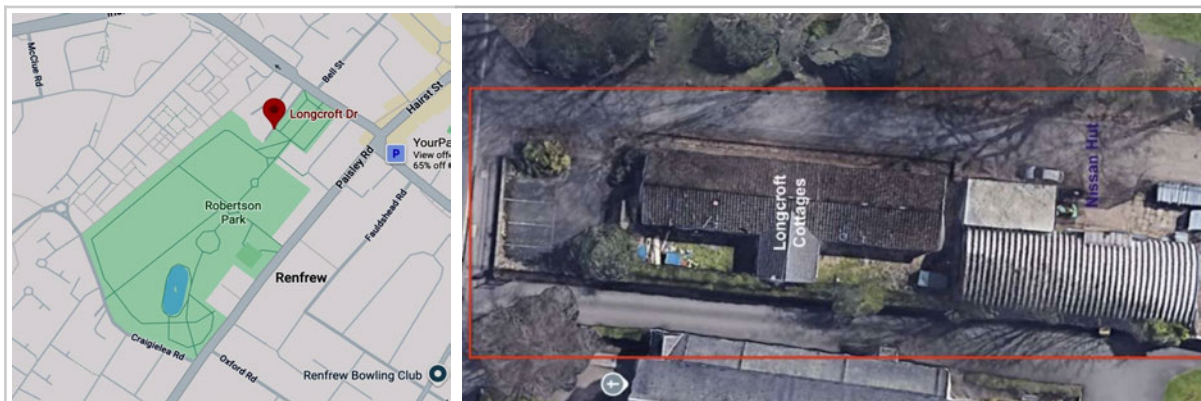


Figure 2 - Google Maps location & RDT Aerial view

3.3.2 Longcroft Cottages

Longcroft Cottages is a single-storey building consisting of 6 single bedrooms, 3 communal areas, kitchen, laundry room, office, two bathrooms and outdoor garden space. The building previously operated as a children's residential unit until 2019, and was listed as inactive between November 2019 and July 2021. The building has been vacant since 2021 and has subsequently suffered fire damage and deterioration. The building forms the main part of the proposed redevelopment and is intended to be refurbished and brought back into community use.



Figure 3 - Longcroft Cottages

A Structural Appraisal undertaken by AMT Structural Design in June 2025 found that Longcroft Cottages had suffered fire damage and vandalism during its period of vacancy. Fire damage was identified within the former lounge area, where roof truss members had been affected by fire and smoke damage. Evidence of vandalism was recorded in several areas of the building, including damage to internal partitions and ceilings, while many windows were missing and had been secured with steel sheeting.

The appraisal found that exposed brickwork was generally in reasonable condition throughout the building. External defects were relatively limited and included moss growth on sections of the roof, some cracked or displaced roof tiles and minor cracking to render finishes. The report recommends replacement of the fire-damaged roof truss together with repair, refurbishment and further structural checks as part of the proposed redevelopment.

3.3.3 Miracle Span Store (Nissan Hut)

The Miracle Span Store (Nissan Hut) is located immediately adjacent to Longcroft Cottages. The Nissan Hut is a metal building which forms an important part of the redevelopment proposals. The building is partially used by Renfrewshire Council's Parks Service for storage. It is intended to be refurbished to provide a workshop and secure storage space supporting the Renfrew Men's Shed.



Figure 4 - Miracle Span Store (Nissan Hut)

3.4 Strategic Importance of the Location

Longcroft Cottages and the Miracle Span Store (Nissan Hut) occupy a prominent location on the boundary of Robertson Park, one of Renfrew's principal public parks.

The site is located within an established residential area and is accessible from surrounding neighbourhoods, Renfrew Town Centre and the wider town. Its location within Robertson Park places the proposed development alongside existing recreational facilities, community activities and public open space.

Robertson Park opened in 1912 after being gifted to the Royal Burgh of Renfrew by local businessman William Robertson as an open space for the people of Renfrew. The park remains an important community asset and is widely used for recreation, leisure activities, community events and informal outdoor activity. The park contains a range of facilities and attractions including a pond, floral gardens, sensory garden, BMX course, skateboard park, tennis courts, cycle tracks, play areas and open green space. These facilities attract regular use by residents, families and visitors and contribute to the park's role as an important community destination within the town.

The strategic importance of the site is reflected in the priorities identified through Renfrew's Community-Led Local Place Plan. Community engagement highlighted the importance of improving community facilities and public spaces, bringing vacant and underused buildings back into use and making better use of existing community assets. The proposed redevelopment directly supports these priorities.

Community consultation undertaken through the Local Place Plan process also identified a need for improved facilities within Robertson Park, including public toilet provision. The proposed

redevelopment includes accessible toilet facilities and public toilet provision during building opening hours, helping to address an identified community need.

The location provides an opportunity to create a permanent base for Renfrew Development Trust and the community groups it supports, while strengthening the connection between Robertson Park, community activity and the wider town.

3.5 Current Challenges

Longcroft Cottages has been vacant since 2021 and requires substantial repair and refurbishment before it can be brought back into use. The Miracle Span Store (Nissan Hut) is also neglected and requires refurbishment. Both buildings are underused and are not currently contributing to the social, recreational and community activities identified through consultation and community engagement.

The scale of the refurbishment works means that significant capital funding will be required before the buildings can be restored and brought into community use. Without investment and redevelopment, the buildings are likely to remain underused and continue to deteriorate.

3.6 Redevelopment Vision

The vision for the project is to bring Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) back into active community use and secure their long-term future as community assets for Renfrew.

The redevelopment will create a permanent base for Renfrew Development Trust and provide a focal point for community activity within Robertson Park. It will bring together a number of existing groups, projects and activities while creating opportunities for future development.

The project will transform two vacant and underused buildings into a modern, accessible and inclusive community hub that supports community participation, volunteering, learning and wellbeing.

The redevelopment will improve the condition, appearance and use of the buildings, ensuring they remain valuable community assets that contribute positively to Robertson Park and the wider town.

By restoring Longcroft Cottages and the Miracle Span Store, Renfrew Development Trust aims to create a lasting legacy for the community through a well-managed and sustainable facility that will continue to support community activity in Renfrew for many years to come.

The Trust would also like to explore opportunities to improve pedestrian safety and accessibility around the site, including potential changes to vehicle movements on the existing access road. Any such proposals would be developed in consultation with Renfrewshire Council and other relevant stakeholders.

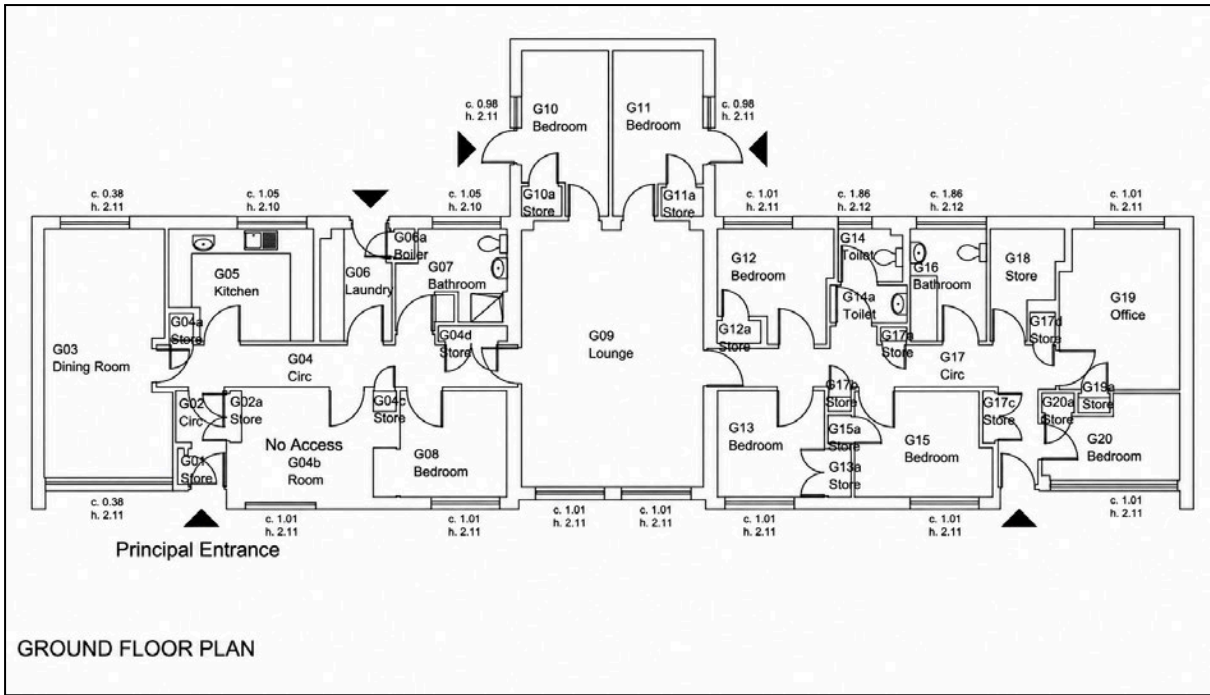


Figure 5 - Current Floor Plan of Longcroft Cottages

3.7 Proposed Facilities

The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will provide a range of facilities designed to support community activity, volunteering, learning, skills development and community-led initiatives.

The facility will provide accommodation for community groups, volunteers, Renfrew Development Trust staff and a wide range of activities delivered for the benefit of local residents and park users.

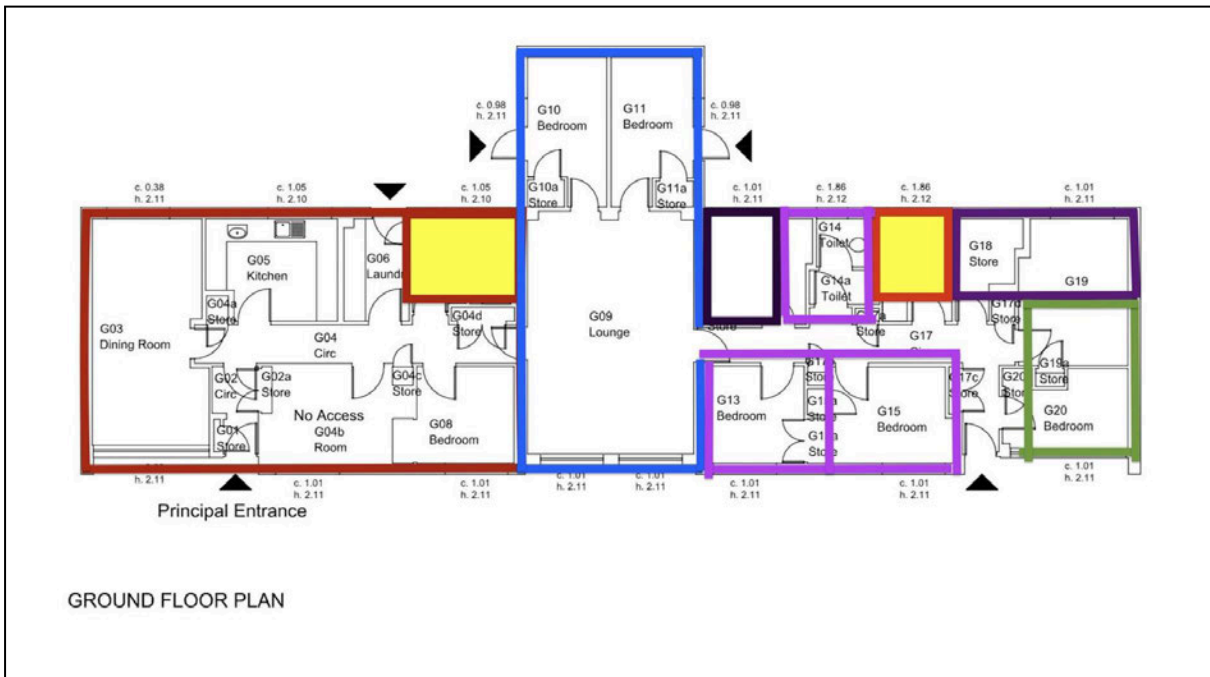


Figure 6 - Proposed New Floor Plan of Longcroft Cottages







LONGCROFT FLOORPLAN - LAYOUT KEY	
 Flexible multi-purpose space	 This section will accommodate an office for Renfrew Development Trust office, meeting rooms for hire, small kitchen, storage etc.
 Renfrew Men's Shed - dedicated area	 Public accessible toilet
 Members accessible toilet (Men's Shed area)	 External door will be added to the dining room wall to improve access

Figure 7 - Longcroft Floorplan - Layout Key

3.7.1 Multi-Purpose Community Space

A flexible multi-purpose community space will be created within Longcroft Cottages to accommodate community meetings, workshops, training activities, educational programmes, wellbeing sessions, social events and community gatherings. The space will provide adaptable accommodation capable of supporting a range of community activities and will be available for use by Renfrew Development Trust, the groups it supports and other community organisations. It will be created by removing the dividing wall between the two rear bedrooms, while retaining the existing brick supporting walls on either side, to form a larger open-plan space suitable for meetings, workshops and community activities.

3.7.2 Renfrew Men's Shed Facilities

Part of the existing building will be reconfigured to create dedicated accommodation for the Renfrew Men's Shed, creating space for practical projects, skills sharing, woodworking activities, repair and restoration projects, upcycling activities and community-led initiatives. An accessible toilet will be provided within this section of the building for members' use.

As part of the refurbishment, an external door will be added to the former dining room and a covered passageway will be constructed to connect Longcroft Cottages with the adjoining Miracle Span Store (Nissan Hut). This will provide direct access between the Men's Shed accommodation, workshop and outdoor working area.

3.7.3 Meeting Rooms

A number of smaller rooms within the building will provide accommodation for meetings, volunteer coordination, project planning, partnership working, training activities and community group use.

These spaces will be available for use by community organisations, local groups and partner agencies and will provide opportunities for room hire.

3.7.4 Office Accommodation

Dedicated office accommodation will provide a permanent operational base for Renfrew Development Trust.

The office space will support administration, project delivery, volunteer coordination, partnership working and the day-to-day management of the community hub.

3.7.5 Kitchenette Facilities

A small kitchen or kitchenette will be incorporated within the building to support meetings, training activities, volunteer sessions, community events and the day-to-day operation of the facility.

3.7.6 Storage Facilities

Internal storage facilities will be provided throughout the building to support community activities and operational requirements.

Additional secure storage space will be available within the Miracle Span Store (Nissan Hut) for equipment, tools, materials and resources associated with the Renfrew Men's Shed and wider Trust activities.

3.7.7 Public Toilet Provision

A separate public toilet facility will be available during building opening hours.

Community consultation identified public toilet provision as an important priority for park users and local residents, and the redevelopment will provide a dedicated facility to help address this need while improving the range of amenities available within Robertson Park.

3.7.8 Miracle Span Store (Nissan Hut) Workshop and Storage Facility

The Miracle Span Store (Nissan Hut) will be refurbished to provide workshop accommodation and secure storage facilities.

The building will support practical activities undertaken by the Renfrew Men's Shed, including woodworking, repairs, upcycling projects and other workshop-based activities. It will also provide storage space for equipment, materials and resources used by Renfrew Development Trust and the groups it supports.

3.7.9 Outdoor Workshop Area

The Miracle Span Store (Nissan Hut) will support outdoor workshop activities associated with the Renfrew Men's Shed and wider community projects. The outdoor working area will provide additional space for practical projects and activities that are better suited to an external environment.

3.7.10 Car Parking

The existing Longcroft Cottages car park forms part of the proposed Community Asset Transfer and will provide parking associated with the operation of the community hub.

3.8 Development Phasing

The redevelopment will be delivered through a phased programme designed to manage risk, secure funding and ensure the long-term sustainability of the project. This approach reflects the significant refurbishment requirements identified for both buildings and the need to establish a sustainable operational model following completion of the works.

3.8.1 Phase 1 - Asset Transfer and Stabilisation

The initial phase will focus on securing approval of the Community Asset Transfer request and completing the transfer process. During this stage, Renfrew Development Trust will continue to work with Renfrewshire Council, funders and professional advisers to progress the project.

Early activity will include site stabilisation, detailed condition assessments, design development, cost planning and preparation of funding applications required to support the redevelopment.

3.8.2 Phase 2 - Renovation Works

Following the successful acquisition of funding, refurbishment works will be undertaken to restore and improve both buildings.

Works are expected to include structural repairs, roof replacement, installation of new building services, accessibility improvements, internal reconfiguration and the creation of flexible community facilities. The Miracle Span Store (Nissan Hut) will be refurbished to provide workshop and storage space supporting the Renfrew Men's Shed and wider community activities.

All works will be undertaken in accordance with relevant building regulations, health and safety requirements and accessibility standards.

3.8.3 Phase 3 - Operational Launch

Following completion of refurbishment works, the facility will open as a collaborative community hub providing accommodation for Renfrew Development Trust activities and supported community groups.

The operational launch phase will focus on establishing regular programmes of activity, implementing booking arrangements, supporting volunteers and promoting community participation. Facilities will be available for meetings, workshops, training, volunteering activities and community events.

3.8.4 Phase 4 - Long-Term Growth and Activity Development

Once established, the focus will shift towards increasing participation, strengthening partnerships and maximising community benefit.

Long-term development will include the growth of community-led activities, expansion of volunteering opportunities, further development of Men's Shed projects and continued use of the

facility by local groups and organisations. The aim is to achieve long-term sustainability through a combination of earned income, grant funding and community-led activity.

3.9 Accessibility & Sustainability

Accessibility and sustainability are important considerations within the proposed redevelopment. The project aims to create a welcoming and inclusive community facility while supporting the long-term use of both buildings for community benefit.

3.9.1 Inclusive Access

Accessibility and inclusion are central to the redevelopment proposals. As part of the refurbishment, doorways will be widened, thresholds levelled and circulation space improved to provide step-free access throughout the site where practicable. An accessible toilet will be provided within Longcroft Cottages, and improvements to the Miracle Span Store (Nissan Hut) will support safe and convenient access between both buildings.

The redevelopment will be designed to comply with the Equality Act 2010 and relevant building regulations, helping to ensure the facilities can be used safely and comfortably by all members of the community.

3.9.2 Energy Efficiency

The refurbishment of Longcroft Cottages provides an opportunity to improve the overall energy performance of the building. The proposed replacement roof will improve insulation and contribute to greater energy efficiency, while new electrical, plumbing and heating systems will replace outdated infrastructure.

Energy-efficient systems, LED lighting and water-saving fixtures will be incorporated where appropriate. The redevelopment will also include an air source heat pump and solar panels, subject to detailed design and funding.

Where possible, recycled and locally sourced materials will be used during the refurbishment. Additional energy-efficiency measures will be considered as the project design develops.

3.9.3 Environmental Improvements

The project will bring two vacant buildings back into active community use, supporting the sustainable reuse of existing assets and helping to improve the appearance of this part of Robertson Park.

Environmental improvements will include landscaping and enhancement of the surrounding site, with opportunities for planting, community growing activities and biodiversity improvements. These activities will support community participation, provide opportunities for environmental education and contribute to a more attractive and welcoming environment for residents and park users.

3.9.4 Long-Term Maintenance Considerations

Following transfer, Renfrew Development Trust will assume responsibility for the ongoing maintenance, insurance and management of Longcroft Cottages, the Miracle Span Store (Nissan Hut) and associated land.

The proposed refurbishment works are intended to secure the long-term future of both buildings, ensuring they remain safe, functional and suitable for community use. Further maintenance arrangements will be developed as the project progresses.

The Trust will implement a planned maintenance programme supported by regular inspections, cleaning schedules and safety checks. Compliance requirements, including building insurance, fire safety, electrical testing and accessibility standards, will be monitored and maintained.

A dedicated maintenance fund will be established and supported through income generated by activities and use of the facility. Where appropriate, volunteers, community groups and local contractors will assist with maintenance and gardening work. Provision for routine maintenance will be included within annual operating budgets, and external funding opportunities will be explored where significant capital repairs are required.

This approach will help ensure that the buildings remain well maintained and continue to support community use over the long term.

4. Community Need and Public Benefit

The proposed project responds to priorities identified through community engagement and local planning activity in Renfrew. The redevelopment will increase the availability of community-accessible space and support community-led activities, volunteering opportunities and public use within Robertson Park.

The proposal aligns with priorities identified through Renfrew's Community-Led Local Place Plan, including improving community facilities and public buildings, enhancing public spaces, and bringing vacant and underused assets back into productive community use.

4.1 Community Context

Renfrew had a population of 23,809 residents at the time of the 2022 Census. The town has experienced population growth in recent years and contains a mix of residential neighbourhoods, parks, community facilities and heritage assets.

Renfrew benefits from an active voluntary and community sector, with local organisations and community groups delivering a wide range of activities across the town. Community facilities play an important role in supporting these activities and providing opportunities for participation, volunteering and social connection.

Community engagement undertaken through Renfrew's Community-Led Local Place Plan identified community facilities and public buildings as a key priority for residents. Research undertaken as part

of the Renfrewshire Events Strategy also identified a shortage of suitable and affordable venues, with community organisations reporting that existing facilities are often too costly or unavailable.

The project is located on the boundary of Robertson Park, one of Renfrew's principal public parks, and will bring two currently vacant buildings back into community use, helping to increase the availability of community facilities within the town.

4.2 Evidence of Demand

Community support for the redevelopment of Longcroft Cottages was demonstrated through a community engagement survey undertaken in 2024. This survey received 151 responses, of which 149 were positive and supportive of the proposals for the site.

During 2024 and 2025, Renfrew Development Trust also undertook consultation and engagement relating to the future use of Longcroft Cottages and the Miracle Span Store (Nissan Hut). Residents, community groups, volunteers and park users were asked about priorities for community facilities, potential uses for the buildings and the types of activities they would like to see delivered.

Survey responses identified a need for:

- Accessible and affordable community space for meetings and activities;
- Public toilets and indoor facilities close to Robertson Park;
- Opportunities for wellbeing, craft and Men's Shed activities; and
- Space for volunteering and new community projects.

The preparation of Renfrew's Community-Led Local Place Plan also involved a programme of community engagement, including a main community survey, topic-specific surveys, consultation events and statutory consultation. The main survey received 73 responses. Community Facilities and Public Buildings was selected by 55 respondents (75%) and Heritage and Environment by 50 respondents (68%). Respondents could select more than one issue.

The Local Place Plan consultation identified support for improving community facilities, maintaining parks and public spaces, protecting local heritage assets and bringing vacant and underused buildings back into community use. Responses also highlighted the importance of accessible local services that meet the everyday needs of residents.

In addition to formal consultation activity, Renfrew Development Trust undertook direct engagement with local organisations including Friends of Robertson Park, Friends of Clydeview Park and Renfrew Men's Shed, together with ongoing engagement with local residents during community activities and events. Feedback gathered through this engagement helped inform the proposed use of the buildings and confirmed demand for the facilities and activities identified through the wider consultation process.



Figure 8 - Renfrew's Local Place Plan

4.2.1 Summary of Consultation and Engagement

Evidence Source	Evidence of Demand
Longcroft Cottages Community Engagement Survey (2024)	Strong support for the redevelopment of the buildings to provide community facilities, activities and local services.
Community Asset Transfer Surveys (2024-2025)	Demand identified for community facilities, activities and supporting amenities.
Community-Led Local Place Plan	Community facilities and public buildings identified as a priority by respondents.
Local Place Plan Consultation Findings	Support for improved community facilities, heritage assets and reuse of underused buildings.
Stakeholder Engagement	Local groups and residents helped inform the proposed future use of the buildings.

The evidence gathered through consultation and engagement demonstrates strong support for improved community facilities, enhanced provision within Robertson Park and the reuse of vacant and underused buildings for community benefit.

4.3 Key Beneficiaries

The proposed redevelopment will provide facilities and opportunities that benefit a broad range of individuals, groups and organisations within Renfrew.

Key beneficiary groups include:

Beneficiary Group	Anticipated Benefit
Local Residents	Increased access to community facilities, activities and services within Robertson Park.
Older Adults	Opportunities to participate in community activities, volunteering and social engagement
Renfrew Men's Shed Participants	Access to dedicated workshop, storage and activity space to support Men's Shed activities.
Volunteers	Increased opportunities to participate in community projects and volunteering activity.
Community Groups and Organisations	Access to flexible and affordable space for meetings, activities, events and community projects.
Young People	Access to community activities and facilities that support participation and engagement.
Park Users	Improved facilities within Robertson Park, including access to public toilets and community facilities.
Participants in Community Activities	Improved facilities and increased opportunities to participate in heritage, environmental, craft, educational and community activities.

4.4 Public & Community Benefits

The proposed redevelopment will bring Longcroft Cottages and the Miracle Span Store (Nissan Hut) into active community use and provide facilities that support a range of community-led activities within Renfrew. The anticipated public and community benefits include:

- Community Participation – The project will increase the availability of accessible space for community activities, meetings, events and projects, supporting greater participation in community life.
- Volunteering Opportunities – The redevelopment will provide a base for existing and future volunteering activity associated with Renfrew Development Trust and partner organisations.
- Skills Development – The provision of community space and workshop facilities will support learning, training, practical activities and skills development opportunities.

- Social Connections and Inclusion – The project will create opportunities for people to participate in community activities, meet others and engage with local groups and initiatives, helping to strengthen community connections.
- Health and Wellbeing – Community consultation identified demand for wellbeing activities, Men’s Shed activities and opportunities for community participation. The project will support physical and mental wellbeing, reduce social isolation and provide opportunities for people to connect with others and take part in community life.
- Accessibility and Inclusion – The redevelopment will provide accessible facilities and opportunities for participation, helping to reduce barriers to involvement in community activities for people of different ages, abilities and circumstances.
- Improved Community Facilities – The redevelopment will increase the availability of community-accessible indoor space and provide public toilet facilities within Robertson Park.
- Economic Benefits – The project will support local economic activity through the refurbishment process, creating opportunities for local contractors, tradespeople and suppliers. Once operational, the facility will support increased use of the area, generate income through activities and hires, and create employment opportunities associated with the management and operation of the Community Hub. Income generated through the facility will be reinvested into its operation, maintenance and future community activities.
- Regeneration Benefits – The project will bring a long-vacant and fire-damaged site back into productive use, improving the appearance of the area, reducing the negative impacts associated with vacancy and supporting wider community-led regeneration.
- Environmental Benefits – The project will support the reuse of existing buildings, improvements to the surrounding environment and opportunities for community growing, biodiversity and environmental education.
- Partnership Working – The facility will provide a shared base for community groups and organisations, supporting collaboration, volunteering and the delivery of community-led projects.
- Community Identity and Civic Pride – Community consultation highlighted the importance of community facilities, heritage assets and public spaces. The project will contribute to the preservation and active use of buildings and facilities that support community life in Renfrew.

Overall, the project will respond to priorities identified through community consultation and provide lasting benefits for the local community.

5. Community Hub Operations & Activities

The redevelopment of Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut) will create a permanent community hub within Robertson Park. The facility will provide a long-term operational base for Renfrew Development Trust and a focal point for a range of community-led activities, projects and partnerships.

The development will bring together activities currently delivered by the Trust across a number of locations and will provide a permanent base for community groups currently supported by the organisation. The project will also increase the availability of community-accessible indoor space

within Renfrew and provide facilities that support volunteering, learning, practical activities and community participation.

The hub has been designed to accommodate a range of uses. Longcroft Cottages will provide office, meeting, activity and community space, while the adjoining Miracle Span Store (Nissan Hut) will provide workshop, storage and practical activity space. Together, the buildings will support a mix of office-based, educational, social, creative and practical activities.

The facility will operate as a community-managed asset and will support the delivery of Renfrew Development Trust's charitable objectives through community engagement, volunteering, heritage activity, environmental projects, skills development and partnership working.

5.1 Operating Model

The facility will operate under the governance of Renfrew Development Trust, with overall responsibility resting with the Board of Trustees. The Board will provide strategic oversight of the asset, monitor performance and ensure that the facility continues to operate in accordance with the Trust's charitable objectives and business plan.

Day-to-day management of the facility will be undertaken by the Trust's Development Officer, supported by volunteers and, subject to funding, a dedicated Caretaker post. Responsibilities will include administration, building management, volunteer coordination, community engagement, programme delivery, partnership working and management of bookings and facility use.

Renfrew Development Trust currently operates from nearby premises and supports a range of community groups and activities. Following redevelopment, the Trust will relocate its office accommodation and operational activities to Longcroft Cottages, establishing the facility as its permanent headquarters.

The relocation will allow the Trust to bring together staff, volunteers, community groups and project activity within a single location. This will improve coordination of activities, support partnership working and provide a visible and accessible base for community engagement within Robertson Park.

The facility will be available for use by Renfrew Development Trust, partner organisations, community groups and volunteers. Space within the building will be used for meetings, workshops, training activities, project delivery, community events and administration. Public toilet facilities will be available during building opening hours.

Access arrangements, opening hours and booking procedures will be managed by the Trust and will be developed to ensure that the facility remains accessible, well managed and responsive to community demand. The facility is expected to operate throughout the week, with opening arrangements determined by programmed activities, room bookings, volunteer availability and operational requirements. Evening and weekend access will be provided where required to accommodate community activities, events and private bookings.

Community space within the building will be available for hire by community groups, organisations and residents. A schedule of hire charges will be developed prior to opening and reviewed

periodically to ensure that rates remain affordable while contributing towards the ongoing operation and maintenance of the facility.

Booking arrangements will also be developed prior to opening and will include procedures for enquiries, bookings, access and facility use. A Letting Policy will be developed to ensure fair, transparent and inclusive access to the facility. Priority will be given to groups and activities that deliver social, educational, health or environmental benefits for the people of Renfrew.

5.2 Community Activities

The Collaborative Community Hub will provide a permanent base for a range of community activities currently delivered or supported by Renfrew Development Trust and its partner organisations. The redevelopment has been designed to accommodate a wide range of community activities within a single location.

5.2.1 Community Workshop Activities

A principal element of the development will be the provision of dedicated workshop facilities for Renfrew Men's Shed. Established in 2023, Renfrew Men's Shed delivers regular workshop sessions and practical projects for its members and the wider community.

Activities include woodworking, repair and refurbishment projects, the manufacture of benches and outdoor furniture, and the production of items for local organisations, schools and community groups. The Miracle Span Store (Nissan Hut) and adjoining outdoor workspace will provide dedicated workshop, storage and project space, allowing these activities to operate from a permanent location.

The workshop facilities will also accommodate a Repair Shop, supporting repair, refurbishment, reuse and upcycling activities. In addition, the space will support practical volunteering opportunities and community projects involving repair, reuse and upcycling.

5.2.2 Creative and Craft Activities

The facility will provide accommodation for the RDT Craft Group and associated creative activities. Renfrew Development Trust currently delivers regular craft classes and workshops which provide opportunities for creative learning, skills development and community participation.

Dedicated activity space within Longcroft Cottages will support the continued delivery of craft workshops, seasonal programmes and community-based creative activities from a permanent venue.

5.2.3 Heritage and Educational Activities

Renfrew Development Trust currently supports the Renfrew Heritage Group, which delivers talks, presentations and community engagement activities focused on the history and heritage of the town.

The development will provide meeting and presentation space for heritage activities, exhibitions, talks and educational events. The facility will support opportunities for local residents to engage with Renfrew's heritage and participate in community-led heritage projects.

Flexible meeting and activity spaces within Longcroft Cottages will also support training sessions, educational activities, presentations and community learning opportunities delivered by the Trust and partner organisations.

5.2.4 Volunteering and Community Action

Volunteers play an important role in the delivery of Renfrew Development Trust activities. The facility will provide a base for volunteer recruitment, coordination and support, together with meeting, storage and operational space for volunteer-led projects.

Volunteer activity currently supports a range of community initiatives, including heritage projects, environmental improvement activities, community events, practical projects and local engagement activities. The development will provide improved facilities for the organisation and delivery of these activities.

5.2.5 Community Meetings and Events

Accommodation within the building will support the activities of groups currently supported by Renfrew Development Trust. The hub will provide flexible community space for meetings, workshops, training activities, project development, community events and partner activities.

In addition, the facility will provide bookable space for a range of community functions and private events. Feedback gathered through community engagement identified demand for accessible local venues suitable for children's parties, family celebrations, community gatherings and post-funeral refreshments.

The facility will provide flexible meeting and activity space capable of supporting both organised community programmes and private bookings, subject to operational policies and availability.

5.2.6 Environmental and Park-Based Activities

The location of the development within Robertson Park provides opportunities to support activities linked to the park and wider environmental initiatives.

The facility will provide a base for groups involved in environmental improvement projects, park-related activities, community events and volunteering initiatives. The combination of indoor accommodation and direct access to Robertson Park will support practical projects and activities associated with the use and improvement of the park.

The development will also provide an accessible public toilet facility for park users. Appropriate access arrangements will be put in place to ensure the facility is available while maintaining the safety, security and effective management of the building.

The combination of facilities will enable the hub to support a wide range of community activities while providing a permanent home for a number of established groups and projects currently supported by Renfrew Development Trust.

5.3 Distinctive Community Offer

The development combines community space and practical workshop facilities within a single site, providing accommodation for activities that would not typically be supported within a traditional community venue.

Its location within Robertson Park further enhances the facility by providing direct access to outdoor space and supporting links between community activity and the park.

6. Project Delivery Plan

The redevelopment will be delivered in phases. The project is dependent on the successful completion of the Community Asset Transfer process, securing capital funding and undertaking refurbishment works to both buildings.

The overall approach is to secure ownership of the assets, complete the necessary refurbishment works and establish the Community Hub as the permanent base for Renfrew Development Trust and the community groups it supports.

6.1 Phase 1 - Asset Transfer and Funding

The first stage of the project is the completion of the Community Asset Transfer process. Following approval of the transfer, Renfrew Development Trust will take ownership of Longcroft Cottages, the Miracle Span Store (Nissan Hut) and associated land.

Following approval of the transfer, the Trust will focus on securing the capital funding required to refurbish and fit out both buildings. Funding applications will be supported by the business plan, technical information, project costings and any additional documentation required by funders.

During this phase the Trust will also progress the development work required to prepare the project for delivery. This is expected to include detailed design development, surveys, cost planning and the appointment of professional advisers and contractors as required.

The completion of Phase 1 will place the Trust in a position to progress to the refurbishment stage of the project with ownership of the assets secured and a funding package in place.

6.2 Phase 2 - Refurbishment

Following completion of the asset transfer and the securing of capital funding, refurbishment works will be undertaken to Longcroft Cottages and the adjoining Miracle Span Store (Nissan Hut).

Longcroft Cottages requires substantial renovation following a period of vacancy and fire damage. The refurbishment programme will include replacement of the existing roof, restoration of walls and windows and the installation of new electrical, plumbing and heating systems. The new roof structure will support the planned internal layout by providing additional internal height to

accommodate workshop equipment and extraction systems while improving insulation and energy efficiency.

Internal alterations will be undertaken to create flexible community accommodation including activity space, meeting rooms, office accommodation, kitchen facilities and toilet provision. The existing layout will be reconfigured to provide larger multi-purpose spaces capable of accommodating community activities, meetings, workshops and events. Dedicated office accommodation will be provided for Renfrew Development Trust together with meeting rooms and support facilities.

The internal layout will include an accessible toilet within the Men's Shed area together with a separate public toilet that will be available for park users during building opening hours.

A new external access door and a covered passageway between Longcroft Cottages and the Miracle Span Store (Nissan Hut) will provide direct access between the two buildings and support workshop activities associated with the Renfrew Men's Shed.

The Miracle Span Store (Nissan Hut) will be refurbished to provide workshop and secure storage accommodation for the Renfrew Men's Shed and wider Renfrew Development Trust activities. The facility will support practical activities including woodworking, repairs, upcycling and equipment storage.

6.3 Phase 3 - Fit-Out and Opening

Following completion of the refurbishment works, the buildings will be fitted out for operational use. This will include the installation of furniture, fixtures, fittings, workshop equipment and other items required for the operation of the Community Hub and Renfrew Men's Shed.

During this phase, Renfrew Development Trust will relocate its operations to the site and implement the policies, procedures and management arrangements required for the operation of the facility. Booking systems, access arrangements and activity programmes will be established in preparation for opening.

On completion of this phase, the facility will open for community use and programmed activities will commence.

6.4 Project Milestones

Milestone	Description	Target Date
Community Asset Transfer Approval	Approval of the transfer of Longcroft Cottages, the Miracle Span Store (Nissan Hut) and associated land to Renfrew Development Trust.	TBC

Asset Transfer Completed	Legal transfer of ownership and completion of associated agreements.	TBC
Capital Funding Secured	Funding package in place to enable refurbishment and fit-out works to proceed.	TBC
Architect and Professional Team Appointed	Appointment of architects and other professional advisers required to develop the project and oversee delivery.	TBC
Detailed Design and Cost Plan Completed	Completion of detailed building layouts, specifications and project costings.	TBC
Statutory Consents Obtained	Building warrant approval and any other statutory approvals required for the project.	TBC
Contractor Appointed	Procurement and appointment of contractor(s) to undertake refurbishment works.	TBC
Refurbishment Works Commence	Start of building works to Longcroft Cottages and the Miracle Span Store (Nissan Hut).	TBC
External Building Repairs Completed	Completion of roof replacement and external building repairs.	TBC
Internal Refurbishment Completed	Completion of internal alterations, installation of services and finishing works	TBC
Completion & Handover	Building works completed and handed over for occupation.	TBC
Workshop and Hub Fit-Out Completed	Installation of furniture, fixtures, fittings, workshop equipment and operational infrastructure.	TBC
Renfrew Development Trust Relocation	Transfer of Trust operations and activities to the new facility.	TBC
Community Hub Opens	The facility opens for community use and programmed activities commence.	TBC

Full Operational Programme Established	Regular programme of activities, room hire and community use fully established.	TBC
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7. Marketing, Community Engagement and Communications

The long-term success and sustainability of the Longcroft Community Hub will depend on effective marketing, strong community engagement and clear communication with stakeholders. As a community-led organisation, Renfrew Development Trust recognises the importance of maintaining meaningful relationships with local residents, community groups, partner organisations, funders and public sector bodies throughout the development and operation of the project.

The Trust has an established track record of engaging with the local community through events, environmental projects, volunteering opportunities, community consultations and the development of Renfrew's Local Place Plan. This existing network provides a strong foundation for promoting the hub, encouraging participation and ensuring that the facility continues to reflect local needs and priorities.

A range of marketing and communication channels will be used to raise awareness of the facility, promote activities and services, recruit volunteers and encourage wider community involvement. Through ongoing engagement and partnership working, the Trust aims to maximise participation, strengthen community ownership and support the long-term sustainability of the project.

7.1 Marketing and Promotion

Renfrew Development Trust will adopt a community-focused marketing approach to promote the Longcroft Community Hub, encourage participation and maximise use of the facility. The Trust has already established strong connections within the local community through its environmental projects, events programme, volunteering activities and the development of Renfrew's Local Place Plan. These existing relationships provide a strong foundation for promoting the project and supporting its long-term sustainability.

Marketing activity will focus on raising awareness of the facilities and opportunities available within the hub. Promotion will also highlight the wider community benefits of the project, including the restoration of Longcroft Cottages, increased community participation and the enhancement of Robertson Park.

The Trust will utilise a range of established marketing channels including:

- The Renfrew Development Trust Facebook page, which serves as the Trust's primary communication and engagement platform and currently has over 3,000 followers.
- Instagram and LinkedIn to reach wider audiences and stakeholders.
- The Trust's website, which is currently being redeveloped and will provide information on activities, events, volunteering opportunities and facility bookings.
- Email newsletters distributed to members, supporters and stakeholders.
- Leaflets, posters and community noticeboards located throughout Renfrew.

- Press releases and local media coverage, including community news platforms and local publications.
- Direct promotion through partner organisations, community groups and established local networks.
- Attendance at community events, open days and public engagement activities.

Word-of-mouth promotion will continue to play an important role in raising awareness of the hub. As community groups become established within the facility and participation grows, information about activities, events and opportunities will be shared through users, volunteers, members and visitors, helping to increase awareness and encourage wider community involvement.

Marketing activity will be reviewed regularly through monitoring of social media engagement, website traffic, event attendance, volunteer recruitment, membership growth and facility usage. This will help ensure that promotional activity remains effective, reaches target audiences and supports the continued growth of the Community Hub.

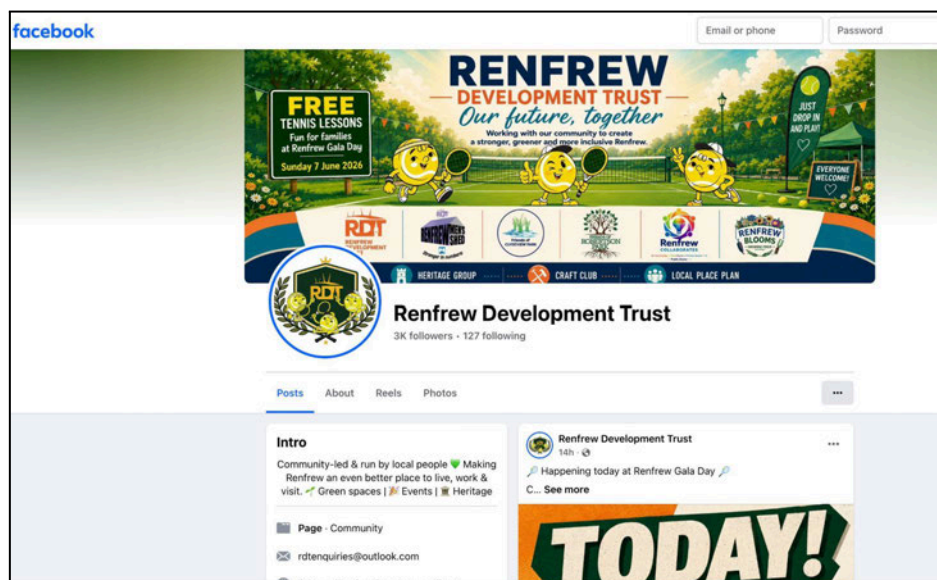


Figure 9 - Renfrew Development Trust Facebook Page

7.2 Stakeholder Relationships

The successful delivery of the Longcroft Community Hub will depend on maintaining effective relationships with a range of stakeholders involved in the redevelopment and future operation of the facility.

Renfrewshire Council is a key stakeholder in the project as the current owner of Longcroft Cottages and the Miracle Span Store (Nissan Hut) and as the authority responsible for assessing the Community Asset Transfer request. The Trust will continue to engage with relevant Council services throughout the asset transfer and redevelopment process.

The Trust also works alongside a number of community organisations and projects, including Renfrew Men's Shed, Friends of Robertson Park, Friends of Clydeview Park and the RDT Craft Group.

These relationships support community participation, volunteering and the development of activities that benefit local residents.

Renfrew Development Trust will continue to engage with local elected members, community organisations and other stakeholders with an interest in the future development of the site and the wider regeneration of Renfrew.

Funding organisations will also play an important role in supporting the redevelopment and long-term sustainability of the project. The Trust will continue to work with existing and potential funders to secure investment for both the capital redevelopment and future community activities.

By maintaining positive stakeholder relationships and encouraging collaborative working, the Trust will support the successful delivery of the project and maximise the long-term benefits for the community.

7.3 Communications Strategy

Effective communication will be important during both the redevelopment and operation of the Community Hub. The Trust will use a mix of digital and traditional communication methods to keep the community informed, promote activities and encourage participation.

Digital communications will include the Trust's website, social media platforms and email newsletters. These channels will be used to provide project updates, advertise events and activities, promote volunteering opportunities and share information on facility hire and community projects. The Trust is currently developing a new website which will strengthen its online presence and provide an accessible source of information for residents, community groups and stakeholders.

Traditional communication methods will include leaflets, posters, community noticeboards, local press coverage, attendance at community events and word-of-mouth communication. Information will also be shared through partner organisations and community groups, helping to reach people who may not regularly use online channels.

The Trust will use these communication methods to raise awareness of the Community Hub, maintain engagement with members and stakeholders, and support the continued growth of activities and participation.

7.4 Participation Growth

The Community Hub will provide a permanent base for community activity, volunteering and engagement. The facility will support existing groups and activities while providing opportunities for new groups, projects and initiatives to become established. Participation is expected to increase as awareness of the facility grows and its role within the community becomes more established.

The Trust will monitor participation through membership levels, volunteer involvement, attendance at activities and events, facility usage and community feedback. This information will be used to inform future development and ensure that the Community Hub continues to respond to community needs.

8. SWOT Analysis

A SWOT analysis has been undertaken to assess the key internal and external factors that may influence the successful delivery and long-term operation of the proposed Community Hub.

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> ● Strong governance and volunteer support. ● Diverse Board skills and professional expertise. ● Proven track record of community project delivery. ● Strong community support and engagement. ● Established partnerships with local organisations. ● Alignment with charitable and regeneration objectives. ● Prominent and accessible location within Robertson Park. 	<ul style="list-style-type: none"> ● Reliance on external capital funding. ● Buildings require significant refurbishment. ● Potential for unforeseen building defects. ● Reliance on mixed income and funding sources ● Dependence on volunteer capacity. ● Complex redevelopment project.
OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> ● Re-use of vacant community assets. ● Expansion of Renfrew Men's Shed activities. ● Increased volunteering and participation. ● New community facilities and services. ● Income generation through hub activities. ● Delivery of Local Place Plan priorities. 	<ul style="list-style-type: none"> ● Funding delays or shortfalls. ● Construction cost inflation. ● Unexpected refurbishment costs. ● Competition for grant funding. ● Higher operating costs than anticipated. ● Vandalism, security and maintenance issues.

The SWOT analysis highlights a number of factors that may influence the successful delivery and long-term operation of the proposed Community Hub. Renfrew Development Trust benefits from strong governance, a diverse Board skillset, established community partnerships and a proven track record of delivering community projects. The project also benefits from strong community support and a prominent location within Robertson Park.

The main challenges relate to securing capital funding, managing a complex refurbishment project and developing sustainable long-term income streams. These challenges have been considered throughout the development of the project and are addressed through the project delivery arrangements and risk management measures set out elsewhere in this Business Plan.

The project also presents a number of opportunities, including bringing vacant community assets back into use, increasing volunteering and community participation, supporting the continued

development of Renfrew Men's Shed and delivering priorities identified through the Community-Led Local Place Plan.

Potential threats include funding delays, construction cost inflation, unforeseen building issues and higher than anticipated operating costs. These issues will be monitored and managed throughout the development and operational phases of the project.

9. Financial Plan & Sustainability

This section sets out the estimated costs of redeveloping Longcroft Cottages and the Miracle Span Store (Nissan Hut), together with the funding required to deliver the project and the projected costs of operating the Community Hub. The figures are based on current project proposals, assumptions and cash flow projections and will be reviewed and refined as the project progresses.

9.1 Development Costs

The total estimated cost of redeveloping Longcroft Cottages and the Miracle Span Store (Nissan Hut) is £547,500.

The budget includes building refurbishment works, internal and external improvements, workshop development, equipment, furniture, information technology, professional fees, marketing and initial stock purchases.

The largest area of expenditure relates to the refurbishment of the buildings, including roof replacement, structural repairs, electrical works, internal alterations and improvements required to bring the buildings back into community use. Additional investment will provide workshop facilities for the Men's Shed, public toilet provision, furnishings, security systems and renewable energy measures.

ITEM	DESCRIPTION	AMOUNT
Property Re-development - Building Refurbishment	Initial building/ refurbishments costs including new roof, raised ceiling, new windows, electrics etc.	£260,000
Property Re-development - Interior works	Mens Shed Workshop Finishing decor Interior fit out (including framing, partitions and lighting)	£10,000 £5,000 £35,000
Property Re-development - exterior works	Landscaping	£15,000

Equipment / Fixtures	Owned equipment	£20,000
	Kitchen facilities	£20,000
	Toilets	£15,000
	Mens Shed extractor	£3,000
	Roller shutters	£3,000
	CCTV Security	£5,000
	Ground source heat pump and solar panels	£80,000
	Sound and AV install	£15,000
	Vending and Card Machines	£3,500
	Sports equipment hire stock	£5,000
	Mens Shed Lending Library (equipment, tools, lawnmower etc)	£10,000
Furniture	Chairs and soft furnishings	£8,000
	Desks and office furniture	£5,000
	Outdoor Benches	£5,000
Hardware & Software	Laptops & Hot Desk docks x 4	£12,000
Professional Fees	Legal, Design and Technical Support	£10,000
Advertising & Promotion	New website, leaflets, posters etc.	£1,500
Stock	Initial stock for Mens Shed	£1,000
	Vending Stock	£500
TOTAL DEVELOPMENT COSTS		£547,500

9.2 Operational Expenditure

These costs reflect a transitional year in which Renfrew Development Trust continues to operate from its existing premises until the Community Hub is completed. Refurbishment works are expected to be completed during July 2027, with the Trust relocating to the Hub and community activities commencing from August 2027.

Operating costs of £61,364 include staffing, utilities, insurance, maintenance, communications, software licences, professional fees, equipment and general administration. Staffing represents the largest area of expenditure and includes provision for the Development Officer, Caretaker and Cleaning support.

Operating costs will be monitored regularly and reviewed annually by the Board of Trustees.

ITEM	MONTHLY	ANNUAL TOTAL
Vending Stock	£125 x 5 from August 2027	£625
Equipment	£100 x 5	£500
Software licences	£25 x 12	£300
Rent, Rates	£800 X 8 (until August 2027)	£6,400
Rentals - Photocopier Lease	£0	£1500 (August 2027)
Insurances	£40 x 12	£480
Telephone/Internet	£70 x 12	£840
Repairs and maintenance	£100 x 5	£500
Professional Fees (Accountant)	£0	£1,500 (August 2027)
Postage, Stationery and Printer sundries	£80 x 7 £90 x 5	£1,010
Bank Charges	£15 x 12	£180
Advertising and promotion	£90 x 12	£1,080
Heat and Light	£140 x 7 £300 x 5	£2,480
Sundries	£100 x 7 £140 x 5	£1,400
Wages (Development Officer, Caretaker & Cleaner)	£2500 x 12 £1250 x 5 £434 x 5	£30,000 £6,250 £2,170 Total £38,420
National Insurance (ERNI)	£270 x 7 £452 x 5	£4,149 (rounding difference)
TOTALS		£61,364

9.3 Funding Strategy

Renfrew Development Trust intends to fund the redevelopment through a combination of grant funding and direct investment by the Trust.

The Trust has already invested £20,000 in equipment and project development. Additional funding will be sought from national, regional and local grant programmes that support community asset redevelopment, regeneration, sustainability and community wellbeing.

The current funding package totals £600,000 and is intended to support the refurbishment of both buildings, the purchase of equipment and furnishings, and the establishment of the Community Hub and Men's Shed facility.

Funding applications will continue to be progressed and updated as funding decisions are confirmed.

SOURCE	AMOUNT	EXPECTED
Owners Investment	£20,000	Secured and spent
Renfrewshire Council Regeneration Grant	£260,000	Pre-start
National Lottery Capital Grant	£200,000	Pre-start
Renfrewshire Council Sustainable Communities Grant	£80,000	Pre-start
Awards for All Grant	£20,000	Pre-start
Other Local Small Grants	£3,000	February 2027
Local Partnership Grant	£12,000	June 2027
Health & Wellbeing Grant	£5,000	November 2027
TOTAL FUNDING	£600,000	

9.4 Income and Revenue Streams

The Community Hub will generate income from a range of activities and services once operational.

Projected Year 1 income is £9,200. Income sources are expected to include room hire, Men's Shed activities, vending machine sales, fundraising activities, donations and community events. Additional income may be generated through partnership projects, training activities and equipment hire.

The income projections are based on the Hub opening in August 2027 and therefore reflect approximately five months of operation during the first year. Monthly income has been estimated at £1,800 for the first four months of operation, increasing to £2,000 in December to reflect additional fundraising opportunities, events and seasonal activity associated with the Christmas period.

ITEM	MONTHLY	ANNUAL TOTAL
Sales (Mens shed, vending machine income, hires, general fundraising)	£1800 x 4 £2000 x 1	£9,200
TOTAL SALES		£9,200

9.5 Financial Projections (Appendix A)

The financial projections included within this Business Plan reflect the development and establishment phase of the project. The majority of expenditure during this period relates to refurbishment works, equipment purchases and project delivery costs associated with the redevelopment of Longcroft Cottages and the Miracle Span Store (Nissan Hut).

The Community Hub is expected to open in August 2027 following completion of the refurbishment works and relocation of Renfrew Development Trust to the site. As a result, the projected operating costs and income included within this Business Plan reflect approximately five months of Community Hub operation rather than a full operational year. Depreciation has therefore not been applied in Year 1. Depreciation will be introduced in future operational years once the assets are fully in use.

The Year 1 surplus reflects grant funding received to support the redevelopment of Longcroft Cottages and the establishment of the Community Hub. The majority of this funding will be used for refurbishment works, equipment, furniture and other project assets and does not represent the Hub's normal ongoing operating income.

The cashflow forecast demonstrates that funding within the financial model is sufficient to meet projected capital and operational expenditure during the redevelopment and establishment phase of the project.

Detailed Year 2 and Year 3 financial projections will be included within the final Business Plan and will reflect a full year of Community Hub operations. These projections will provide a more accurate assessment of ongoing operating costs, income generation and long-term financial sustainability.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Renfrew Development Trust	VAT % =	0%												
2		Loan Months	1												
3	Cashflow	Loan Rate (%)	0.00%												
4	YEAR 1	Pre-Start	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
5		£	£	£	£	£	£	£	£	£	£	£	£	£	£
6	Income														
7	Sales (Men Shed, Hires, General Fundraising)		0	0	0	0	0	0	0	1,800	1,800	1,800	1,800	2,000	9,200
8	Owners investment (assets and cash)	20,000													20,000
9	Loan	0													0
10	Other Funding			0											0
11	Grant Funding	660,000		3,000				12,000					5,000		680,000
12															0
13	VAT		0	0	0	0	0	0	0	0	0	0	0	0	0
14	TOTAL	580,000	0	3,000	0	0	0	12,000	0	1,800	1,800	1,800	6,800	2,000	609,200
15															
16	Expenses														
17	Stock	0	0	0	0	0	0	0	1,000	0	0	0	0	0	1,000
18	Purchases	0	0	0	0	0	0	500	125	125	125	125	125	125	1,125
19	Furniture	0	4,000	0	4,000	0	3,000	5,000	2,000	0	0	0	0	0	18,000
20	Equipment	20,000	30,000	30,000	30,000	25,000	15,000	15,000	14,500	100	100	100	100	100	180,000
21	Computer (Hardware and Software)	0	25	25	25	25	25	12,025	25	25	25	25	25	25	12,300
22	Rent, Rates & Rentals	0	800	800	800	800	800	800	800	2,300	0	0	0	0	7,900
23	Property Re-development	0	60,000	25,000	80,000	25,000	60,000	15,000	60,000	20,000	0	0	0	0	325,000
24	Motor and Travel Costs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
25	Vehicle Insurance	0	0	0	0	0	0	0	0	0	0	0	0	0	0
26	Other Insurances	0	40	40	40	40	40	40	40	40	40	40	40	40	480
27	Telephone and Internet	0	70	70	70	70	70	70	70	70	70	70	70	70	840
28	Refurbishment, Repairs and Maintenance	0	0	0	0	0	0	0	0	100	100	100	100	100	500
29	Professional Fees (Legal, Accountancy etc)	10,000	0	0	0	0	0	0	1,500	0	0	0	0	0	11,500
30	Postage and Stationery	0	80	80	80	80	80	80	80	90	90	90	90	90	1,010
31	Bank Charges	0	15	15	15	15	15	15	15	15	15	15	15	15	180
32	Advertising + Promotion	1,500	90	90	90	90	90	90	90	90	90	90	90	90	2,580
33	Heating + Lighting	0	140	140	140	140	140	140	140	300	300	300	300	300	2,480
34	Sundries	0	100	100	100	100	100	100	100	140	140	140	140	140	1,400
35	Loan Interest	0	0	0	0	0	0	0	0	0	0	0	0	0	0
36	Loan Capital Repayment	0	0	0	0	0	0	0	0	0	0	0	0	0	0
37	Employee Wages	0													0
38	ERNI (National Insurance)	0													0
39	Owners Drawings	0													0
40	VAT	0	0	0	0	0	0	0	0	0	0	0	0	0	0
41	VAT Payment														0
42															
43	TOTAL	31,500	98,130	59,130	98,130	54,130	82,130	51,130	82,130	29,531	5,731	5,731	5,731	5,731	608,864
44															
45	Net cash flow	548,500	-98,130	-56,130	-98,130	-54,130	-82,130	-39,130	-82,130	-27,731	-3,931	-3,931	1,069	-3,731	336
46	Opening balance	0	548,500	450,370	394,240	296,110	241,980	159,850	120,720	38,590	10,659	5,928	2,997	4,097	
47	Closing balance	548,500	450,370	394,240	296,110	241,980	159,850	120,720	38,590	10,859	6,928	2,997	4,067	336	
48															

Figure 10 - Cashflow Forecast Year 1

9.6 Sustainability Strategy

The long-term sustainability of the Community Hub will depend on maintaining a balance between operating costs, earned income and external funding.

Income will be generated through a mixed-income model combining room hire, Men's Shed activities, fundraising, donations and community events. The Trust will also continue to seek grant funding to support specific projects and activities delivered from the facility. This income will be reinvested directly into the ongoing running costs, maintenance and future development of the site, supporting the long-term financial sustainability of the Community Hub.

Financial performance will be monitored regularly by the Board of Trustees and operating arrangements will be reviewed as the facility becomes established. The Trust recognises that the first full year of operation will be a development year and that income levels will grow as awareness, bookings and activities increase.

10. Monitoring and Evaluation

Renfrew Development Trust will monitor the operation and use of the Community Hub to ensure that it continues to meet community needs and deliver the benefits identified within this Business Plan.

Information will be collected on:

- Number of activities delivered;
- Number of people participating in activities;
- Number of community groups using the facility;
- Volunteer involvement and participation;

- Room hire and facility usage;
- Income and expenditure; and
- Feedback from users, volunteers and partner organisations.

Information will be gathered through booking records, attendance records, volunteer records, financial reporting and user feedback.

The Board of Trustees will regularly review performance information and use this to inform future planning, improve services and identify opportunities for further development. Progress and achievements will be reported through the Trust's annual reporting arrangements and shared with members, funders and the wider community where appropriate.

11. Risk Management & Contingency Planning

Renfrew Development Trust recognises that there are risks associated with both the redevelopment of the buildings and the ongoing operation of the Community Hub. The Trust will maintain a Risk Register and review risks regularly to ensure that appropriate measures are in place to manage them.

The project will be delivered in phases, allowing progress, costs and funding to be reviewed throughout the development. This will enable the Trust to respond to any issues that arise and make adjustments where required.

11.1 Risk Register

Risk Area	Potential Impact	Mitigation
Asset Transfer and Legal Process	Delays in the Community Asset Transfer process, legal agreements or associated approvals could affect project timescales and delay the commencement of refurbishment works.	Continued engagement with Renfrewshire Council and relevant stakeholders throughout the transfer process to support timely decision-making and project planning.
Funding Delays	Delays or shortfalls in grant funding could affect the timing of redevelopment works and project delivery.	Applications will be submitted to a range of funding programmes and opportunities. The phased delivery model allows project timescales and priorities to be reviewed if required.
Construction Cost Inflation	Increases in construction and refurbishment costs could	Project costs will be reviewed throughout the design and development process.

	affect project budgets and delivery timescales.	Procurement options, project scope and delivery phasing will be considered where necessary to maintain project viability.
Building Condition and Refurbishment	Additional defects may be identified during refurbishment works, increasing costs or affecting programme delivery.	Structural and property assessments have been completed. Professional advisers will be appointed to support detailed design, cost planning and project delivery.
Volunteer and Organisational Capacity	Limited volunteer, staff or trustee capacity could affect project delivery and ongoing operation of the facility.	The Trust benefits from an experienced Board, Development Officer and established community partnerships. Responsibilities will be shared across trustees, volunteers, staff and professional advisers.
Lower Than Expected Usage	Community participation, room hire and activity levels may be lower than anticipated during the early years of operation.	Activities and facilities have been informed by consultation and identified community demand. Usage levels will be monitored and activities adapted to respond to community needs.
Security and Vandalism	Buildings, equipment and external areas may be affected by vandalism, theft or other security incidents.	Appropriate insurance, security measures and building management arrangements will be implemented. Bringing the buildings back into active use is expected to reduce risks associated with long-term vacancy.
Governance and Compliance	Failure to maintain appropriate governance, financial controls or regulatory compliance could affect project delivery and operation.	The Trust operates through an established governance framework with Board oversight, financial monitoring and compliance with charity and company legislation.

11.2 Contingency Planning

The redevelopment has been designed to allow flexibility throughout the delivery process. Should funding not be secured within anticipated timescales, the Trust may adopt a phased approach to implementation, prioritising essential works required to secure and refurbish the buildings while continuing to pursue additional funding opportunities. This approach would allow progress to be maintained without compromising the overall objectives of the project.

Funding risk is recognised as one of the principal challenges associated with the project. The Trust's funding strategy is based on seeking support from a range of local, regional and national funding programmes rather than relying on a single funding source. Funding requirements, project costs and delivery timescales will be reviewed regularly as funding applications progress, enabling the Trust to respond to changing circumstances and funding decisions.

The condition of Longcroft Cottages and the Miracle Span Store (Nissan Hut) has already been assessed through structural and property surveys undertaken as part of the Community Asset Transfer process and these have identified the main refurbishment requirements. However, additional works may be identified once detailed plans are prepared or work begins on site. The Trust intends to appoint architects, surveyors and other professional advisers, subject to funding, to support the planning and delivery of the redevelopment.

The long-term sustainability of the Community Hub will depend on maintaining appropriate levels of activity, participation and income generation. The operating model has therefore been designed around a combination of room hire, community activities, workshops, events and other income-generating opportunities that are consistent with the Trust's charitable objectives. Facility usage, operating costs and income levels will be monitored regularly by the Board of Trustees to ensure the facility remains financially sustainable and responsive to community demand.

Overall responsibility for risk management will rest with the Board of Trustees. Risks will be reviewed regularly through Board meetings and project monitoring arrangements. This ongoing process will help ensure that emerging risks are identified at an early stage and that appropriate action can be taken to support the successful redevelopment and long-term operation of the Community Hub.

APPENDICES

- Appendix A - Financial Forecasts
- Appendix B - Unaudited Financial Statements for year ended 31 March 2025
- Appendix C - Articles of Association
- Appendix D - OSCR registration

SC 487594

THE COMPANIES ACT 2006
COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL
ARTICLES of ASSOCIATION
of
RENFREW DEVELOPMENT TRUST

TUESDAY



S3NB08IP
SCT 23/12/2014 #605
COMPANIES HOUSE

SENSCOT LEGAL

43 Bath Street, Glasgow, G2 1HW
T: 0141 332 8084 F: 0141 331 0749
W: www.se-legal.net

THE COMPANIES ACT 2006

**COMPANY LIMITED BY
GUARANTEE AND NOT HAVING A
SHARE CAPITAL**

**ARTICLES of ASSOCIATION
of
RENFREW DEVELOPMENT TRUST**

Constitution of company

- 1 The model articles of association as prescribed in Schedule 2 to The Companies (Model Articles) Regulations 2008 are excluded in respect of this company.

Defined terms

- 2 In these articles of association, unless the context requires otherwise:-
 - 2.1 "Act" means the Companies Act 2006;
 - 2.2 "charity" means a body which is either a Scottish Charity, or a "charity" within the meaning of section 1 of the Charities Act 2006, providing (in either case) that its objects are limited to charitable purposes;
 - 2.3 "charitable purpose" means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts;
 - 2.4 "community body" means a community body within the meaning of section 34 of the Land Reform (Scotland) Act 2003;
 - 2.5 "crofting community body" means a crofting community body within the meaning of section 71 of the Land Reform (Scotland) Act 2003;
 - 2.6 "electronic form" and "electronic means" have the meanings given in section 1168 of the Act;
 - 2.7 "OSCR" means the Office of the Scottish Charity Regulator;
 - 2.8 "property" means any property, heritable or moveable, real or personal, wherever situated;
 - 2.9 "Scottish Charity" means a "Scottish charity" within the meaning of section 13 of the Charities and Trustee Investment (Scotland) Act 2005

2.10 "subsidiary" has the meaning given in section 1159 of the Act;

2.11 "sustainable development" means development which meets the needs of the present without compromising the ability of future generations to meet their own needs.

3 Any reference to a provision of any legislation (including any statutory instrument) shall include any statutory modification or re-enactment of that provision in force from time to time.

Objects

4 The company has been formed to benefit the community of Renfrew which comprises the postcode units in postcode district PA3 and PA4 ("the Community") with the following objects:

4.1 To advance development of the Community of Renfrew by maintaining, improving and regenerating its physical, economic, social and cultural infrastructure, and assisting people who are at a disadvantage because of their social and economic circumstances;

4.2 To advance protection or improvement of the Community through the preservation and conservation of the natural environment, the maintenance, improvement or provision of environmental amenities for the Community, the provision of other environmental and regeneration projects and/or the preservation and conservation of buildings or sites of architectural, historic or other importance to the Community;

4.3 To relieve those in need by reason of unemployment, particularly among residents of Renfrew for the public benefit in such ways as may be thought fit, including assistance to find employment;

4.4 to advance education and in particular to promote opportunities for learning for the benefit of the general public so that they can play a leading, proactive role in the sustainable development of the Community and which will assist the participants in obtaining paid employment;

4.5 To provide in the interests of social welfare facilities for recreation and other leisure time activity to the residents Renfrew with a view to improving their conditions of life;

4.6 In advancement of such purposes the organisation seeks to:

4.6.1 encourage and promote community involvement in and direction of Renfrew Town Centre Regeneration and ownership and/or leasing of buildings, offices or any other community assets and the use of these assets to generate income and maximisation of

funding opportunities;

4.6.2 work in partnership with public, private and voluntary agencies in the furtherance of these aims and, in particular, work in partnership with Renfrewshire Council and its community planning partners to identify regeneration projects within Renfrew Town Centre.

but such that the company shall do so following principles of sustainable development.

- 5 The company's objects are restricted to those set out in article 4 (but subject to article 6).
- 6 The company may (subject to first obtaining the consent of OSCR add to, remove or alter the statement of the company's objects in article 4; on any occasion when it does so, it must give notice to the registrar of companies and the amendment will not be effective until that notice is registered on the register of companies.

Powers

- 7 In pursuance of the objects listed in article 4 (but not otherwise), the company shall have the following powers:-
 - 7.1 To manage community land and associated assets for the benefit of the Community and the public in general as an important part of the protection and sustainable development of Scotland's natural environment
 - 7.2 To establish, maintain, develop and/or operate a centre or centres providing facilities for childcare, community learning, healthy living initiatives, educational and cultural activities, training activities, leisure pursuits and accommodation for community groups, and for public sector agencies which provide services of benefit to the community, and which may include refreshment facilities;
 - 7.3 To advise in relation to, prepare, organise, conduct and/or support training courses, educational and training events and activities of all kinds;
 - 7.4 To design, prepare, publish and/or distribute information packs, leaflets, books, newsletters, magazines, posters and other publications, audio visual recordings, multimedia products and display materials, and to create and maintain a website or websites;

- 7.5 To promote, operate, co-ordinate, monitor, and/or support other projects and programmes (which may include workspace projects) which further the objects of the company;
- 7.6 To provide information, advisory, support and/or consultancy services which further the objects of the company;
- 7.7 To liaise with local authorities, central government authorities and agencies, charities/community benefit bodies and others, all with a view to furthering the objects of the company;
- 7.8 To register any interest in land and to exercise the right to buy under the provisions of Part 2 of the Land Reform (Scotland) Act 2003;
- 7.9 To promote companies whose activities may further one or more of the above objects, or may generate income to support the activities of the company, acquire and hold shares in such companies and carry out, in relation to any such company which is a subsidiary of the company, all such functions as may be associated with a holding company;
- 7.10 To acquire and take over the whole or any part of the undertaking and liabilities of any body holding property or rights which are suitable for the company's activities;
- 7.11 To purchase, take on lease, hire, or otherwise acquire, any property or rights which are suitable for the company's activities;
- 7.12 To improve, manage, develop, or otherwise deal with, all or any part of the property and rights of the company;
- 7.13 To sell, let, hire out, license, or otherwise dispose of, all or any part of the property and rights of the company;
- 7.14 To lend money and give credit (with or without security) and to grant guarantees and issue indemnities;
- 7.15 To borrow money, and to give security in support of any such borrowings by the company, in support of any obligations undertaken by the company or in support of any guarantee issued by the company;
- 7.16 To employ such staff as are considered appropriate for the proper conduct of the company's activities, and to make reasonable provision for the payment of pension and/or other benefits for members of staff, ex-members of staff and their dependants;
- 7.17 To engage such consultants and advisers as are considered appropriate from time to time;

- 7.18 To effect insurance of all kinds (which may include officers' liability insurance);
- 7.19 To invest any funds which are not immediately required for the company's activities in such investments as may be considered appropriate (and to dispose of, and vary, such investments);
- 7.20 To establish and/or support any other charity, and to make donations for any charitable purpose falling within the company's objects;
- 7.21 To take such steps as may be deemed appropriate for the purpose of raising funds for the company's activities;
- 7.22 To accept grants, donations and legacies of all kinds (and to accept any reasonable conditions attaching to them);
- 7.23 To oppose, or object to, any application or proceedings which may prejudice the company's interests;
- 7.24 To enter into any arrangement with any organisation, government or authority which may be advantageous for the purposes of the activities of the company, and to enter into any arrangement for co-operation or mutual assistance with any charity;
- 7.25 To do anything which may be incidental or conducive to the furtherance of any of the company's objects.

Restrictions on use of the company's assets

- 8 The income and property of the company shall be applied solely towards promoting the company's objects (as set out in article 4) and in particular (but without limiting the generality of that provision) any surplus funds or assets of the company must be applied for the benefit of the Community.
- 9 No part of the income or property of the company shall be paid or transferred (directly or indirectly) to the members of the company, whether by way of dividend, bonus or otherwise.
- 10 No director of the company shall be appointed as a paid employee of the company; no director shall hold any office under the company for which a salary or fee is payable.
- 11 No benefit (whether in money or in kind) shall be given by the company to any director except:
 - 11.1 repayment of out-of-pocket expenses; or
 - 11.2 reasonable payment in return for particular services (not being of a management nature) actually rendered to the company.

Liability of members

- 12 Each member undertakes that if the company is wound up while he/she is a member (or within one year after he/she ceases to be a member), he/she will contribute - up to a maximum of £1 - to the assets of the company, to be applied towards:
- 12.1 payment of the company's debts and liabilities contracted before he/she ceases to be a member;
 - 12.2 payment of the costs, charges and expenses of winding up; and
 - 12.3 adjustment of the rights of the contributories among themselves.

General structure

- 13 The structure of the company consists of:-
- 13.1 the MEMBERS - who have the right to attend the annual general meeting (and any other general meeting) and have important powers under the articles of association and the Act; in particular, the members elect people to serve as directors and take decisions in relation to changes to the articles themselves;
 - 13.2 the DIRECTORS - who hold regular meetings during the period between annual general meetings, and generally control and supervise the activities of the company; in particular, the directors are responsible for monitoring the financial position of the company.

Qualifications for membership

- 14 The members of the company shall consist of the subscribers to the memorandum of association and such other persons as are admitted to membership under articles 15 to 17.
- 15 Membership shall be open to:
- 15.1 Ordinary Member: any person aged 16 years or over who is ordinarily resident in the Community (as defined in article 4), is entitled to vote at a local government election in a polling district that includes the Community or part of it and supports the objects and activities of the company;
 - 15.2 Associate Members: shall be open to those individuals who are not ordinarily resident in the Community and those organisations wherever located that support the objects of the Company. Associate Members are

neither eligible to stand for election to the Board nor to vote at any general meeting.

15.3 Junior Membership: shall be open to those individuals who are aged between 12 and 15 and who support the objects of the Company. Junior Members are neither eligible to stand for election to the Board nor to vote at any general meeting.

16 An individual, once admitted to membership, shall cease to be a member if he/she ceases to be eligible for membership.

17 Employees of the company shall not be eligible for membership; a person who becomes an employee of the company after admission to membership shall automatically cease to be a member.

Application for membership

18 Any person who wishes to become a member must sign, and lodge with the company, a written application for membership.

19 The Board may not, unless there are reasonable grounds to do so, refuse to admit any person or group to Membership.

20 The board shall consider each application for membership at the first board meeting which is held after receipt of the application; the board shall, within a reasonable time after the meeting, notify the applicant of their decision on the application.

21 If an application has been refused, an appeal may be made in writing to the Board, who shall consider the appeal at its next meeting after the appeal is received, and who shall respond in writing to the applicant within 21 days of the meeting. The Board's decision on such appeals is final

Minimum number of members

22 The minimum number of Ordinary members is 20; in the event that the number of members falls below 20, the directors may not conduct any business other than to ensure the admission of sufficient members to achieve the minimum number.

Membership subscription

23 There shall be no membership subscription payable.

Register of members

- 24 The directors shall maintain a register of members, setting out the full name and address of each member, the date on which he/she was admitted to membership, and the date on which any person ceased to be a member.

Withdrawal from membership

- 25 Any person who wishes to withdraw from membership shall sign, and lodge with the company, a written notice to that effect; on receipt of the notice by the company, he/she shall cease to be a member.

Expulsion from membership

- 26 Any person may be expelled from membership by special resolution (see article 40), providing the following procedures have been observed:-

26.1 at least 21 days' notice of the intention to propose the resolution must be given to the member concerned, specifying the grounds for the proposed expulsion;

26.2 the member concerned shall be entitled to be heard on the resolution at the general meeting at which the resolution is proposed.

Termination/transfer

- 27 Membership shall cease on death.
- 28 A member may not transfer his/her membership to any other person.

General meetings (meetings of members)

- 29 The directors shall convene an annual general meeting in each year (but excluding the year in which the company is formed); the first annual general meeting shall be held not later than 18 months after the date of incorporation of the company.
- 30 Not more than 15 months shall elapse between one annual general meeting and the next.
- 31 The business of each annual general meeting shall include:-
- 31.1 a report by the chair on the activities of the company;
- 31.2 consideration of the annual accounts of the company;
- 31.3 the election/re-election of directors, as referred to in articles 61 to 68.

- 32 Subject to article 29, the directors may convene a general meeting at any time.
- 33 The directors must convene a general meeting if there is a valid requisition by at least 5% of the members (under section 303 of the Act) or a requisition by a resigning auditor (under section 518 of the Act).

Notice of general meetings

- 34 At least 14 clear days' notice must be given of any general meeting.
- 35 The reference to "clear days" in article 34 shall be taken to mean that, in calculating the period of notice, the day after the notice is posted, (or, in the case of a notice sent by electronic means, the day after it was sent) and also the day of the meeting, should be excluded.
- 36 A notice calling a meeting shall specify the time and place of the meeting; it shall indicate the general nature of the business to be dealt with at the meeting.
- 37 If a special resolution (see article 40) (or a resolution requiring special notice under the Act) is to be proposed, shall also state that fact, giving the exact terms of the resolution.
- 38 A notice convening an annual general meeting shall specify that the meeting is to be an annual general meeting.
- 39 Notice of every general meeting shall be given:
- 39.1 in hard copy form;
 - 39.2 in writing or (where the individual to whom notice is given has notified the company of an address to be used for the purpose of electronic communication) in electronic form;
 - 39.3 (subject to the company notifying members of the presence of the notice on the website, and complying with the other requirements of section 309 of the Act) by means of a website.

Special resolutions and ordinary resolutions

- 40 For the purposes of these articles, a "special resolution" means a resolution passed by 75% or more of the votes cast on the resolution at a general meeting, providing proper notice of the meeting and of the intention to propose the resolution has been given in accordance with articles 34 to 39; for the avoidance of doubt, the reference to a 75% majority relates only to the number of votes cast in favour of the resolution as compared with the total

number of votes cast in relation to the resolution, and accordingly no account shall be taken of abstentions or members absent from the meeting.

41 In addition to the matters expressly referred to elsewhere in these articles, the provisions of the Act allow the company, by special resolution:

41.1 to alter its name;

41.2 to alter any provision of these articles or adopt new articles of association.

42 For the purposes of these articles, an "ordinary resolution" means a resolution passed by majority vote (taking account only of those votes cast in favour as compared with those votes against), at a general meeting, providing proper notice of the meeting has been given in accordance with articles 34 to 39.

Procedure at general meetings

43 No business shall be dealt with at any general meeting unless a quorum is present; the quorum for a general meeting shall be 10 individuals entitled to vote (each being a member or a proxy for a member).

44 If a quorum is not present within 15 minutes after the time at which a general meeting was due to commence - or if, during a meeting, a quorum ceases to be present - the meeting shall stand adjourned to such time and place as may be fixed by the chairperson of the meeting.

45 The chair of the company shall (if present and willing to act as chairperson) preside as chairperson of each general meeting; if the chair is not present and willing to act as chairperson within 15 minutes after the time at which the meeting was due to commence, the directors present at the meeting shall elect from among themselves the person who will act as chairperson of that meeting.

46 The chairperson of a general meeting may, with the consent of the meeting, adjourn the meeting to such date, time and place as the chairperson may determine.

47 Every member shall have one vote, which (whether on a show of hands or on a secret ballot) may be given either personally or by proxy.

48 Any member who wishes to appoint a proxy to vote on his/her behalf at any meeting (or adjourned meeting):

48.1 shall lodge with the company, at the company's registered office, a written instrument of proxy (in such form as the directors require), signed by him/her;

- 48.2 shall send by electronic means to the company, at such electronic address as may have been notified to the members by the company for that purpose, an instrument of proxy (in such form as the directors require);
- 48.3 providing (in either case), the instrument of proxy is received by the company at the relevant address not less than 48 hours before the time for holding the meeting (or, as the case may be, adjourned meeting).
- 49 An instrument of proxy which does not conform with the provisions of article 48, or which is not lodged or sent in accordance with such provisions, shall be invalid.
- 50 A member shall not be entitled to appoint more than one proxy to attend on the same occasion.
- 51 A proxy appointed to attend and vote at any meeting instead of a member shall have the same right as the member who appointed him/her to speak at the meeting and need not be a member of the company.
- 52 A vote given, or ballot demanded, by proxy shall be valid notwithstanding that the authority of the person voting or demanding a ballot had terminated prior to the giving of such vote or demanding of such ballot, unless notice of such termination was received by the company at the company's registered office (or, where sent by electronic means, was received by the company at the address notified by the company to the members for the purpose of electronic communications) before the commencement of the meeting or adjourned meeting at which the vote was given or the ballot demanded.
- 53 If there are an equal number of votes for and against any resolution proposed at a general meeting, the chairperson of the meeting shall not be entitled to a casting vote.
- 54 A resolution put to the vote at a general meeting shall be decided on a show of hands unless a secret ballot is demanded by the chairperson (or by at least two persons present in person at the meeting and entitled to vote (whether as members or proxies for members)); a secret ballot may be demanded either before the show of hands takes place, or immediately after the result of the show of hands is declared.
- 55 If a secret ballot is demanded, it shall be taken at the meeting and shall be conducted in such manner as the chairperson may direct; the result of the ballot shall be declared at the meeting at which the ballot was demanded.

Categories of director

56 For the purposes of these articles:

56.1 "Member Director" means a director (drawn from the membership of the company) elected under articles 61 to 66;

56.2 "Co-opted Director" means a (non-member) director appointed or re-appointed by the directors under articles 67 and 68.

Maximum/minimum number of directors

57 The maximum number of directors shall be 15; out of that number, no more than 12 shall be Member Directors and no more than 3 shall be Co-opted Directors.

58 The minimum number of directors shall be 6 of whom a majority must be Member Directors.

Eligibility

59 A person shall not be eligible for election/appointment as a Member Director unless he/she is a member of the company; a person appointed as a Co-opted Director need not, however, be a member of the company.

60 A person shall not be eligible for election/appointment as a director if he/she is an employee of the company.

Election, retiral, re-election: Member Directors

61 At each annual general meeting, the members may (subject to article 57) elect any member (providing he/she is willing to act) to be a director (a "Member Director").

62 The directors may (subject to article 57) at any time appoint any member (providing he/she is willing to act) to be a director (a "Member Director").

63 At the first annual general meeting, one third of the Member Directors shall retire from office; the question of which of them is to retire shall be determined by some random method.

64 At each annual general meeting (other than the first)

64.1 any Member Director appointed under article 62 during the period since the preceding annual general meeting shall retire from office;

64.2 out of the remaining Member Directors, one third shall retire from office.

- 65 The directors to retire under paragraph 64.2 shall be those who have been longest in office since they were last elected or re-elected; as between persons who were last elected/re-elected on the same date, the question of which of them is to retire shall be determined by some random method.
- 66 A director who retires from office under article 61 or 62 shall be eligible for re-election.

Appointment/re-appointment: Co-opted Directors

- 67 In addition to their powers under article 61 and 62, the directors may at any time appoint any non-member of the company (providing he/she is willing to act) to be a director (a "Co-opted Director") either on the on the basis that he/she has specialist experience and/or skills which could be of assistance to the directors.
- 68 At each annual general meeting, all of the Co-opted Directors shall retire from office – but shall then be eligible for re-appointment under article 67.

Termination of office

- 69 A director shall automatically vacate office if:-
- 69.1 he/she ceases to be a director through the operation of any provision of the Act or becomes prohibited by law from being a director;
 - 69.2 he/she becomes debarred under any statutory provision from being a charity trustee (within the meaning of section 106 of the Charities and Trustee Investment (Scotland) Act 2005);
 - 69.3 he/she becomes incapable for medical reasons of fulfilling the duties of his/her office and such incapacity is expected to continue for a period of more than six months;
 - 69.4 (in the case of a Member Director) he/she ceases to be a member of the company;
 - 69.5 he/she becomes an employee of the company;
 - 69.6 he/she resigns office by notice to the company;
 - 69.7 he/she is absent (without permission of the directors) from more than three consecutive meetings of the directors, and the directors resolve to remove him/her from office;
 - 69.8 he/she is in breach of the Company's Code of Conduct;

- 69.9 He/she has been convicted of fraud or other crime involving dishonesty or misappropriation of funds;
- 69.10 His/her conduct or behaviour negatively impacts on the company and damages its reputation;
- 69.11 He/she is sequestered or subject to bankruptcy or insolvency proceedings as an individual or as a company director;
- 69.12 he/she is removed from office by ordinary resolution (special notice having been given) in pursuance of section 168 of the Act.

Register of directors

- 70 The directors shall maintain a register of directors, setting out full details of each director, including the date on which he/she became a director, and also specifying the date on which any person ceased to hold office as a director.

Office-bearers

- 71 The directors shall elect from among themselves a chair and a treasurer, and such other office bearers (if any) as they consider appropriate.
- 72 All of the office bearers shall cease to hold office at the conclusion of each annual general meeting, but shall then be eligible for re-election.
- 73 A person elected to any office shall cease to hold that office if he/she ceases to be a director, or if he/she resigns from that office by written notice to that effect.

Powers of directors

- 74 Subject to the provisions of the Act and these articles, and subject to any directions given by special resolution, the company and its assets and undertaking shall be managed by the directors, who may exercise all the powers of the company.
- 75 A meeting of the directors at which a quorum is present may exercise all powers exercisable by the directors.

Personal interests

- 76 A director who has a personal interest in any transaction or other arrangement which the company is proposing to enter into, must declare that interest at a meeting of the directors; he/she will be debarred (in terms of article 91) from

voting on the question of whether or not the company should enter into that arrangement.

77 For the purposes of the preceding article, a director shall be deemed to have a personal interest in an arrangement if any partner or other close relative of his/hers or any firm of which he/she is a partner or any limited company of which he/she is a substantial shareholder or director (or any other party who/which is deemed to be connected with him/her for the purposes of the Act), has a personal interest in that arrangement.

78 Provided:

78.1 he/she has declared his/her interest;

78.2 he/she has not voted on the question of whether or not the company should enter into the relevant arrangement;

a director will not be debarred from entering into an arrangement with the company in which he/she has a personal interest (or is deemed to have a personal interest under article 80) and may retain any personal benefit which he/she gains from his/her participation in that arrangement.

79 No director may serve as an employee (full time or part time) of the company, and no director may be given any remuneration by the company for carrying out his/her duties as a director.

80 The directors may be paid all travelling and other expenses reasonably incurred by them in connection with their attendance at meetings of the directors, general meetings, or meetings of committees, or otherwise in connection with the carrying-out of their duties.

Procedure at directors' meetings

81 Any three (3) directors may call a meeting of the directors or request the secretary to call a meeting of the directors.

82 Questions arising at a meeting of the directors shall be decided by a majority of votes; if an equality of votes arises, the chairperson of the meeting shall have a casting vote.

83 No business shall be dealt with at a meeting of the directors unless a quorum is present; the quorum for meetings of the directors shall be one-third of the board.

84 A quorum shall not be deemed to be constituted at any meeting of directors unless the Member Directors form a majority of the total number of directors present at the meeting.

- 85 If at any time the number of directors in office falls below the number fixed as the quorum or ceases to comply with the provisions of article 61, the remaining director(s) may act only for the purpose of filling vacancies or of calling a general meeting.
- 86 Unless he/she is unwilling to do so, the chair of the company shall preside as chairperson at every directors' meeting at which he/she is present; if the chair is unwilling to act as chairperson or is not present within 15 minutes after the time when the meeting was due to commence, the directors present shall elect from among themselves the person who will act as chairperson of the meeting.
- 87 The directors may, at their discretion, allow any person who they reasonably consider appropriate, to attend and speak at any meeting of the directors; for the avoidance of doubt, any such person who is invited to attend a directors' meeting shall not be entitled to vote.
- 88 A director shall not vote at a directors' meeting (or at a meeting of a sub-committee) on any resolution concerning a matter in which he/she has a personal interest which conflicts (or may conflict) with the interests of the company; he/she must withdraw from the meeting while an item of that nature is being dealt with.
- 89 For the purposes of article 88, a person shall be deemed to have a personal interest in a particular matter if any partner or other close relative of his/hers or any firm of which he/she is a partner or any limited company of which he/she is a substantial shareholder or director, has a personal interest in that matter.
- 90 A director shall not be counted in the quorum present at a meeting in relation to a resolution on which he/she is not entitled to vote.

Conduct of directors

- 91 Each of the directors shall, in exercising his/her functions as a director of the company, act in the interests of the company; and, in particular, must:
- 91.1 seek, in good faith, to ensure that the company acts in a manner which is in accordance with its objects (as set out article 4);
- 91.2 act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;
- 91.3 in circumstances giving rise to the possibility of a conflict of interest of interest between the company and any other party:

91.3.1 put the interests of the company before that of the other party, in taking decisions as a director;

91.3.2 where any other duty prevents him/her from doing so, disclose the conflicting interest to the company and refrain from participating in any discussions or decisions involving the other directors with regard to the matter in question.

91.4 ensure that the company complies with any direction, requirement, notice or duty imposed on it by the Charities and Trustee Investment (Scotland) Act 2005.

Delegation to sub-committees

92 The directors may delegate any of their powers to any sub-committee consisting of one or more directors and such other persons (if any) as the directors may determine; they may also delegate to the chair of the company (or the holder of any other post) such of their powers as they may consider appropriate.

93 Any delegation of powers under article 92 may be made subject to such conditions as the directors may impose and may be revoked or altered.

94 The rules of procedure for any sub-committee shall be as prescribed by the directors.

Operation of bank accounts

95 The signatures of two out of the signatories appointed by the directors shall be required in relation to all operations (other than lodgement of funds) on the bank and building society accounts held by the company; at least one out of the two signatures must be the signature of a director.

96 Where the company uses electronic facilities for the operation of any bank or building society account, the authorisations required for operations on that account must be consistent with the approach reflected in article 98.

Secretary

97 The directors shall (notwithstanding the provisions of the Act) appoint a company secretary, and on the basis that the term of the appointment, the remuneration (if any) payable to the company secretary, and the conditions of appointment, shall be as determined by the directors; the company secretary may be removed by them at any time.

Minutes

- 98 The directors shall ensure that minutes are made of all proceedings at general meetings, directors' meetings and meetings of committees; a minute of any meeting shall include the names of those present, and (as far as possible) shall be signed by the chairperson of the meeting.

Accounting records and annual accounts

- 99 The directors shall ensure that proper accounting records are maintained in accordance with all applicable statutory requirements.
- 100 The accounting records shall be maintained by the treasurer and overseen by the chair, or otherwise by, or as determined by, the directors; such records shall be kept at such place or places as the directors think fit and shall always be available for inspection by the directors.
- 101 The directors shall prepare annual accounts, complying with all relevant statutory requirements.
- 102 No member shall (unless he/she is a director) have any right of inspecting any accounting or other records, or any document of the company, except as conferred by statute or authorised by ordinary resolution of the company.

Notices

- 103 Any notice which requires to be given to a member under these articles shall be given either in writing or by electronic means; such a notice may be given personally to the member *or* be sent by post in a pre-paid envelope addressed to the member at the address last intimated by him/her to the company *or* (in the case of a member who has notified the company of an address to be used for the purpose of electronic communications) may be given to the member by electronic means.
- 104 Any notice, if sent by post, shall be deemed to have been given at the expiry of 24 hours after posting; for the purpose of proving that any notice was given, it shall be sufficient to prove that the envelope containing the notice was properly addressed and posted.
- 105 Any notice sent by electronic means shall be deemed to have been given at the expiry of 24 hours after it is sent; for the purpose of proving that any notice sent by electronic means was indeed sent, it shall be sufficient to provide any of the evidence referred to in the relevant guidance issued from time to time by the Chartered Institute of Secretaries and Administrators.

Winding-up

- 106 If on the winding-up of the company any property (including any land acquired by the company in terms of the Land Reform (Scotland) Act 2003) remains after satisfaction of all the company's debts and liabilities, such property shall not be paid to or distributed among the members of the company; instead, that property shall be transferred to some other community body or bodies or to a crofting community body or bodies as may be determined by the members (subject to the identity of the transferee body or bodies being approved by the Scottish Ministers).
- 107 If the members do not resolve to transfer any property of the nature referred to in article 106 to a community body or bodies or crofting community body or bodies approved by Scottish Ministers, such property shall instead be transferred to the Scottish Ministers or to such Scottish Charity as the Scottish Ministers may direct.
- 108 No property shall be transferred under article 106 or 107 to any body unless it is a body entered in the Scottish Charity Register.

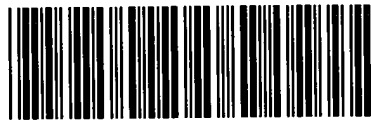
Indemnity

- 109 Every director or other officer or auditor of the company shall be indemnified (to the extent permitted by sections 232, 234, 235, 532 and 533 of the Act) out of the assets of the company against any loss or liability which he/she may sustain or incur in connection with the execution of the duties of his/her office; that may include, without prejudice to that generality, (but only to the extent permitted by those sections of the Act), any liability incurred by him/her in defending any proceedings (whether civil or criminal) in which judgement is given in his/her favour or in which he/she is acquitted or any liability in connection with an application in which relief is granted to him/her by the court from liability for negligence, default or breach of trust in relation to the affairs of the company.
- 110 The company shall be entitled (subject to the provisions of section 68A of the Charities and Trustee Investment (Scotland) Act 2005) to purchase and maintain for any director insurance against any loss or liability which any director or other officer of the company may sustain or incur in connection with the execution of the duties of his/her office, and such insurance may (subject to the provisions of section 68A) extend to liabilities of the nature referred to in section 232(2) of the Act (negligence etc. of a director).

REGISTERED COMPANY NUMBER: SC487594 (Scotland)
REGISTERED CHARITY NUMBER: SC045380

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
RENFREW DEVELOPMENT TRUST**

SATURDAY



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07/02/2026

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COMPANIES HOUSE

Azets Audit Services
Chartered Accountant
Titanium 1
King's Inch Place
Renfrew
Glasgow
PA4 8WF

RENFREW DEVELOPMENT TRUST

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FOR THE YEAR ENDED 31 MARCH 2025**

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RENFREW DEVELOPMENT TRUST
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The company was formed to benefit the community of Renfrew by

1. maintaining, improving and regenerating its physical, economic, social and cultural infrastructure and assisting people who are at a disadvantage because of their social and economic circumstances;
2. advancing protection or improvement of the Community through the preservation and conservation of the natural environment, the maintenance, improvement or provision of environmental amenities for the Community, the provision of other environmental and regeneration projects and/or the preservation and conservation of buildings or sites of architectural, historic or other importance to the Community;
3. relieving those in need by reason of unemployment, particularly among residents of Renfrew for the public benefit in such ways as may be thought fit, including assistance to find employment;
4. advancing education and in particular promoting opportunities for learning for the benefit of the general public so that they can play a leading, proactive role in the sustainable development of the Community and which will assist the participants in obtaining paid employment;
5. providing in the interests of social welfare facilities for recreation and other leisure time activity to the residents Renfrew with a view to improving their conditions of life.

ACHIEVEMENTS AND PERFORMANCE

Achievements and Performance

In accordance with our Memorandum and Articles of Association, which forms the constitution of our organisation. The Renfrew Development Trust has set out this update on the performance and achievements of this organisation to date.

Renfrew Development Trust is a forward-thinking, out-looking community-led organisation that shares the vision: Our Future, Together, is at the heart of developments within our area and strives to create something for everyone.

The trust formed in 2014 developing the aims of the Steering Group that was previously in place. Developing over the years into a community anchor organisation, positioning its operations across different areas of interest, harnessing community participation and development.

The Renfrew Development Trust acts as the lead organisation for the following projects and initiatives and provides the oversight and strategic vision and direction:

- Friends of Robertson Park
- Friends of Clydeview Park
- Renfrew Men's Shed
- Renfrew Heritage Group
- RDT Craft Group
- Foody Bags Initiative
- Community Asset Transfer Developments
- Lead and facilitation of the Renfrew Local Place Plan

FINANCIAL REVIEW

Financial position

The Statement of Financial Activities on page 5 shows a deficit for the year of £10,406 (2024 - £23,302). At 31 March 2025, the Trust has net assets of £39,285 (2024 - £49,691), of which £7,913 net liabilities (2024 - £3,638 net liabilities) relates to unrestricted funds and £47,198 (2024 - £53,329) relates to restricted funds.

Reserves policy

The Trust aims to hold sufficient reserves to fund their activities in the short term and are actively seeking funding to allow the activities to continue in the medium to longer term.

RENFREW DEVELOPMENT TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

FINANCIAL REVIEW

Funds in deficit

There is a deficit on general funds of £7,933 (2024 - £3,801) at the year end date. The trustees are aware of this and are taking steps to raise funds in order to clear this deficit.

FUTURE PLANS

Renfrew Development Trust is currently undertaking a restructure in laying the new foundations and building the future of our organisation. The board is developing new policies, governance structures and a rebrand that includes a new logo, mission, vision statement and strategic plan. Our new strategic plan will replace the current 3-year strategic plan 2024 - 2027, Renfrew: Our Home, Town & Place.

It is the mission of our organisation to build bridges with all sectors of society in Renfrew. To continue delivering for our community, working with the Local Authority, other community stakeholders and the business community and to engage with all Elected Members for the area.

We take the collaborative and partnership approach to participation and the Trust will continue to be progressive in the year(s) ahead, continuing the work of community development.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The company was incorporated on 26 September 2014 and commenced activities on 1 November 2014 when it received a donation from Renfrew Development Trust Steering Group which had been set up to look into the feasibility of a development trust being set up. The company became a registered charity on 28 January 2015.

Recruitment and appointment of new trustees

Trustees are appointed as required by the Board to ensure that there is an appropriate mix of skills within the Board. New trustees take part in an induction process which aims to familiarise them with the charity's values, aims and objectives.

Organisational structure

The trustees meet on a regular basis to review progress and discuss plans for the future.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

SC487594 (Scotland)

Registered Charity number

SC045380

Registered office

Anderson Business Centre
Anderson Drive
Renfrew
PA4 8PL

RENFREW DEVELOPMENT TRUST

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025**

Trustees

Kevin Milliken (appointed 17/12/2024)
Harry Armstrong
Michelle Connelly (resigned 12/8/2024)
Catherine Durham
Kerry Russell
William Burgoyne (appointed 12/8/2024)
Laura Neil (appointed 12/8/2024)
Carole Paton (appointed 16/6/2025)
Gary Mcguire (appointed 16/6/2025)
Katrina Mcneil (appointed 16/6/2025)
Gerard Slater (appointed 16/6/2025)

Company Secretary

Kevin Milliken

Independent Examiner

Azets Audit Services
Chartered Accountant
Titanium 1
King's Inch Place
Renfrew
Glasgow
PA4 8WF

Approved by order of the board of trustees on 29/01/2026 and signed on its behalf by:


Kevin Milliken - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
RENFREW DEVELOPMENT TRUST**

I report on the accounts for the year ended 31 March 2025 set out on pages five to fourteen.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



William Vernal BA CA
The Institute of Chartered Accountants of Scotland

Azets Audit Services
Chartered Accountant
Titanium 1
King's Inch Place
Renfrew
Glasgow
PA4 8WF

Date: 29/1/26

RENFREW DEVELOPMENT TRUST

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable activities	2				
Charitable Activities		-	38,796	38,796	23,000
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
EXPENDITURE ON					
Charitable activities	3				
Charitable Activities		4,275	44,927	49,202	46,302
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)		(4,275)	(6,131)	(10,406)	(23,302)
RECONCILIATION OF FUNDS					
Total funds brought forward		(3,638)	53,329	49,691	72,993
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD		<u><u>(7,913)</u></u>	<u><u>47,198</u></u>	<u><u>39,285</u></u>	<u><u>49,691</u></u>

The notes form part of these financial statements

RENFREW DEVELOPMENT TRUST

**BALANCE SHEET
31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	9	20	-	20	163
CURRENT ASSETS					
Debtors	10	1,168	-	1,168	1,467
Cash at bank		(6,413)	47,198	40,785	49,609
		<u>(5,245)</u>	<u>47,198</u>	<u>41,953</u>	<u>51,076</u>
CREDITORS					
Amounts falling due within one year	11	(2,688)	-	(2,688)	(1,548)
		<u>(7,933)</u>	<u>47,198</u>	<u>39,265</u>	<u>49,528</u>
NET CURRENT ASSETS/(LIABILITIES)					
		<u>(7,913)</u>	<u>47,198</u>	<u>39,285</u>	<u>49,691</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>(7,913)</u>	<u>47,198</u>	<u>39,285</u>	<u>49,691</u>
NET ASSETS		<u>(7,913)</u>	<u>47,198</u>	<u>39,285</u>	<u>49,691</u>
FUNDS	12				
Unrestricted funds				(7,913)	(3,638)
Restricted funds				47,198	53,329
TOTAL FUNDS				<u>39,285</u>	<u>49,691</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on29/01/2026..... and were signed on its behalf by:

.....
Kevin Milliken - Trustee

The notes form part of these financial statements

RENFREW DEVELOPMENT TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

RENFREW DEVELOPMENT TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

2. INCOME FROM CHARITABLE ACTIVITIES

		2025	2024
	Activity	£	£
Grants	Charitable Activities	38,796	23,000

3. CHARITABLE ACTIVITIES COSTS

		Direct Costs (see note 4) £
Charitable Activities		49,202

4. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2025	2024
	£	£
Staff costs	17,789	15,404
Telephone	-	393
Payroll expenses	299	456
Office rent	6,914	5,640
Room hire	808	791
Subscriptions	-	315
Bank charges	71	72
Sundry expenses	801	230
Independent examiner's fees	1,140	1,327
Project costs	21,237	21,530
Depreciation	143	144
	<u>49,202</u>	<u>46,302</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation - owned assets	143	144

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

RENFREW DEVELOPMENT TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2025	2024
Admin	1	1
	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Charitable Activities	3,000	20,000	23,000
	<u>3,000</u>	<u>20,000</u>	<u>23,000</u>
EXPENDITURE ON			
Charitable activities			
Charitable Activities	5,601	40,701	46,302
	<u>5,601</u>	<u>40,701</u>	<u>46,302</u>
NET INCOME/(EXPENDITURE)			
Transfers between funds			
	(2,601)	(20,701)	(23,302)
	1,000	(1,000)	-
	<u>(1,601)</u>	<u>(21,701)</u>	<u>(23,302)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	(2,037)	75,030	72,993
	<u>(2,037)</u>	<u>75,030</u>	<u>72,993</u>
TOTAL FUNDS CARRIED FORWARD	<u>(3,638)</u>	<u>53,329</u>	<u>49,691</u>

9. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2024 and 31 March 2025	1,199
	<u>1,199</u>
DEPRECIATION	
At 1 April 2024	1,036
Charge for year	143
	<u>1,179</u>
At 31 March 2025	1,179
	<u>1,179</u>
NET BOOK VALUE	
At 31 March 2025	20
	<u>20</u>
At 31 March 2024	163
	<u>163</u>

RENFREW DEVELOPMENT TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Other debtors	845	1,144
Prepayments	323	323
	<u>1,168</u>	<u>1,467</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Accruals and deferred income	2,688	1,548
	<u>2,688</u>	<u>1,548</u>

12. MOVEMENT IN FUNDS

	At 1/4/24	Net movement in funds	At 31/3/25
	£	£	£
Unrestricted funds			
General fund	(3,801)	(4,132)	(7,933)
Designated assets fund	163	(143)	20
	<u>(3,638)</u>	<u>(4,275)</u>	<u>(7,913)</u>
Restricted funds			
Victory Baths	2,071	(2,071)	-
Friends of Robertson Park	26,601	(9,365)	17,236
Frewfest	134	(134)	-
Heritage Fund	2,772	3,278	6,050
Community Food Fund	5,229	(3,507)	1,722
Mens Shed	3,460	(1,630)	1,830
Friends of Robertson Park Sensory Gardens	10,539	(10,539)	-
Craft Club	2,523	3,074	5,597
Community Asset Transfer	-	14,763	14,763
	<u>53,329</u>	<u>(6,131)</u>	<u>47,198</u>
TOTAL FUNDS	<u>49,691</u>	<u>(10,406)</u>	<u>39,285</u>

RENFREW DEVELOPMENT TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	-	(4,132)	(4,132)
Designated assets fund	-	(143)	(143)
	<u>-</u>	<u>(4,275)</u>	<u>(4,275)</u>
Restricted funds			
Victory Baths	-	(2,071)	(2,071)
Friends of Robertson Park	5,000	(14,365)	(9,365)
Frewfest	-	(134)	(134)
Heritage Fund	4,598	(1,320)	3,278
Community Food Fund	500	(4,007)	(3,507)
Mens Shed	5,000	(6,630)	(1,630)
Friends of Robertson Park Sensory Gardens	500	(11,039)	(10,539)
Craft Club	4,658	(1,584)	3,074
Community Asset Transfer	18,540	(3,777)	14,763
	<u>38,796</u>	<u>(44,927)</u>	<u>(6,131)</u>
TOTAL FUNDS	<u><u>38,796</u></u>	<u><u>(49,202)</u></u>	<u><u>(10,406)</u></u>

Comparatives for movement in funds

	At 1/4/23 £	Net movement in funds £	Transfers between funds £	At 31/3/24 £
Unrestricted funds				
General fund	(2,344)	(2,457)	1,000	(3,801)
Designated assets fund	307	(144)	-	163
	<u>(2,037)</u>	<u>(2,601)</u>	1,000	<u>(3,638)</u>
Restricted funds				
Groundwork UK	1,000	-	(1,000)	-
Victory Baths	2,071	-	-	2,071
Friends of Robertson Park	32,291	(5,690)	-	26,601
Frewfest	1,134	-	(1,000)	134
Heritage Fund	8,789	(6,017)	-	2,772
Community Food Fund	2,211	3,018	-	5,229
Mens Shed	6,752	(3,292)	-	3,460
Friends of Robertson Park Sensory Gardens	20,782	(11,243)	1,000	10,539
Craft Club	-	2,523	-	2,523
	<u>75,030</u>	<u>(20,701)</u>	<u>(1,000)</u>	<u>53,329</u>
TOTAL FUNDS	<u><u>72,993</u></u>	<u><u>(23,302)</u></u>	<u><u>-</u></u>	<u><u>49,691</u></u>

RENFREW DEVELOPMENT TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,000	(5,457)	(2,457)
Designated assets fund	-	(144)	(144)
	<u>3,000</u>	<u>(5,601)</u>	<u>(2,601)</u>
Restricted funds			
Friends of Robertson Park	-	(5,690)	(5,690)
Heritage Fund	1,200	(7,217)	(6,017)
Community Food Fund	9,800	(6,782)	3,018
Mens Shed	6,000	(9,292)	(3,292)
Friends of Robertson Park Sensory Gardens	-	(11,243)	(11,243)
Craft Club	3,000	(477)	2,523
	<u>20,000</u>	<u>(40,701)</u>	<u>(20,701)</u>
TOTAL FUNDS	<u>23,000</u>	<u>(46,302)</u>	<u>(23,302)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/23 £	Net movement in funds £	Transfers between funds £	At 31/3/25 £
Unrestricted funds				
General fund	(2,344)	(6,589)	1,000	(7,933)
Designated assets fund	307	(287)	-	20
	<u>(2,037)</u>	<u>(6,876)</u>	1,000	<u>(7,913)</u>
Restricted funds				
Groundwork UK	1,000	-	(1,000)	-
Victory Baths	2,071	(2,071)	-	-
Friends of Robertson Park	32,291	(15,055)	-	17,236
Frewfest	1,134	(134)	(1,000)	-
Heritage Fund	8,789	(2,739)	-	6,050
Community Food Fund	2,211	(489)	-	1,722
Mens Shed	6,752	(4,922)	-	1,830
Friends of Robertson Park Sensory Gardens	20,782	(21,782)	1,000	-
Craft Club	-	5,597	-	5,597
Community Asset Transfer	-	14,763	-	14,763
	<u>75,030</u>	<u>(26,832)</u>	<u>(1,000)</u>	<u>47,198</u>
TOTAL FUNDS	<u>72,993</u>	<u>(33,708)</u>	<u>-</u>	<u>39,285</u>

RENFREW DEVELOPMENT TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,000	(9,589)	(6,589)
Designated assets fund	-	(287)	(287)
	<hr/>	<hr/>	<hr/>
	3,000	(9,876)	(6,876)
Restricted funds			
Victory Baths	-	(2,071)	(2,071)
Friends of Robertson Park	5,000	(20,055)	(15,055)
Frewfest	-	(134)	(134)
Heritage Fund	5,798	(8,537)	(2,739)
Community Food Fund	10,300	(10,789)	(489)
Mens Shed	11,000	(15,922)	(4,922)
Friends of Robertson Park Sensory Gardens	500	(22,282)	(21,782)
Craft Club	7,658	(2,061)	5,597
Community Asset Transfer	18,540	(3,777)	14,763
	<hr/>	<hr/>	<hr/>
	58,796	(85,628)	(26,832)
TOTAL FUNDS	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	61,796	(95,504)	(33,708)

Purposes of the funds:

General Fund - all income and expenditure relating to the charity's activities, other than those for which funding is restricted.

Designated Assets Fund - the net book value of the charity's fixed assets.

Kompan Scotland - income in respect of Robertson Park improvements.

Cycling Scotland - funding for Cycle Friendly Community Development.

Groundwork UK - funding received for Heritage projects.

Victory Baths - funding for a celebration of the 100th anniversary of the iconic Renfrew Victory Baths in an outdoor event.

Friends of Robertson Park - funding to establish a Friends of Robertson Park working group to bring Robertson Park back to life so that it becomes the heartbeat of the town once again.

Frewfest - funding to hold a free-to-attend weekend festival of music to promote local businesses in Renfrewshire.

Heritage Fund - funding to provide monthly meetings for informative and entertaining discussions on the heritage of Renfrew.

Community Food Fund - funding to give those with hardship in Renfrew access to food without having to prove need.

RENFREW DEVELOPMENT TRUST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025**

12. MOVEMENT IN FUNDS - continued

Men's Shed - funding to run a group which promotes the health and wellbeing of men in Renfrew, by teaching practical tasks and reducing loneliness and isolation.

Friends of Robertson Park Sensory Gardens - part of the funding to improve the environment of Robertson Park and promote community engagement in this historic part of the town.

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

BUILDING SURVEY REPORT



ON

Longcroft Cottages
Longcroft Drive
Renfrew
PA4 8NF

ON BEHALF OF

Renfrew Development Trust


PREPARED BY

Lambert Smith Hampton
Fifth Floor, 33 Bothwell Street
Glasgow, G2 6NL

Tel: 0141 226 6777

Date: June 2025

Ref: 0190913-GL-0000

Purpose of Inspection	Investment	
Tenure	Freehold	
Building Type	Bungalow of traditional construction	
	Detached	
Size	247m ² / (2658 ft ²)	
Floor to Ceiling/Eaves	2.4m	
Period of Construction	1980's / 1990's	
EPC Rating	TBC	

Condition Snapshot			
	Immediate Action	Short Term Action	Medium / Long Term Action
Item	Element	Priority	Liability
4.1	Structure & Foundation	Immediate Action	£55,000
4.2	Roofs & Rainwater Goods	Immediate Action	£6,020
4.3	Perimeter Walls	Immediate Action	£4,200
4.4	Doors & Windows	Immediate Action	£40,200
4.5	Floors & Staircases	Medium / Long Term Action	£1,000
4.6	Internal Areas	Immediate Action	£110,000
4.7	Site Areas & Boundaries	Immediate Action	£4,220
5.1	Mechanical Services	Medium / Long Term Action	£ inc.
5.2	Electrical Services	Immediate Action	£ inc.
7.0	Statutory Matters	Medium / Long Term Action	£ inc.
TOTAL LIABILITY			£220,640

Inspection Date: 02 06 25

Report Issue Date: 26 06 25

Inspected By: Jack Fisher BSc (Hons)

Reviewed By: Fraser Ross BSc (Hons) MRICS

MATTERS FOR YOUR SOLICITOR ARISING FOLLOWING OUR INSPECTION

1. Your solicitors should verify the title of the building and confirm that there are no restrictive covenants on the land register. In doing so your solicitor should verify the exact position of the boundary together with the access arrangements to the premises and establish any rights of way or other obligations associated with the neighbouring properties or land.
2. Your solicitor should ascertain whether there are any construction documents, as-built information or health and safety files available in respect of the original build or fit out / refurbishment works and provide copies of Consent approvals.
3. Your solicitors should confirm the completion of Building Regulation works certificates have been issued in respect of the current layout.
4. Your solicitor should confirm whether any interim repair notices, Section 146 notices or similar have been served and if so whether any issues remain outstanding.

SUITABILITY FOR PURCHASE

Subject to your acceptance of the issues raised within our report, the anticipated future liability to you as freeholder and the outcome of your solicitors' enquiries, we see no reason from a Chartered Building Surveyors perspective why you should not proceed with your proposed acquisition.

Prepared by: Jack Fisher BSc (Hons)
Lambert Smith Hampton Building Consultancy Division
Fifth Floor, 33 Bothwell Street, Glasgow, G2 6NL

Reviewed by: Fraser Ross BSc (Hons) MRICS

Telephone: [REDACTED]

Email: [REDACTED]

Inspection Date: 2nd June 2025

Report Issue Date: 26th June 2025

This document has been prepared and checked in accordance with the Lambert Smith Hampton Quality Assurance procedures and authorised for release.

Surveyor Signature:



Authorising Director Signature:



.....
Date: 26th June 2025

.....
Date: 26th June 2025

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Appendix A	Statutory Considerations
Appendix B	Illustrative Photographs
Appendix C	Budget Costs
Appendix D	Terms and Conditions

1.0 Introduction

1.1 Basis Of Inspection

- 1.1.1 Further to your instructions of 23rd May 2025, to carry out a pre-acquisition building survey, we have undertaken an inspection of the subject premises on 2nd June 2025. This report summarises our findings and recommendations to provide an overview of the building's physical condition and to highlight any apparent defects in its construction, together with repairs required, which may influence your proposed acquisition.
- 1.1.2 This report focuses upon any material issues which may impact upon the investment value. Accordingly, we do not report on general maintenance or day-to-day management issues.
- 1.1.3 At the time of our inspection the weather conditions were dry and overcast.
- 1.1.4 We have assumed the notation that the main site entrance fronting Longcroft Drive, faces due east, and all other references are given on this basis.

1.2 Limitations

- 1.2.1 The roof surface was inspected from ground level.
- 1.2.2 Our report does not provide details on any legal issues that relate to the site, we assume that your solicitors will be reporting fully to you in this regard.
- 1.2.3 Upon your instruction, we have not made arrangements in respect of environmental matters. We provide no comment within our report on environmental issues.
- 1.2.4 A structural survey was conducted by Ross Taylor of AMT Structural Design, direct to the client. Our report should be read in conjunction with the structural report.
- 1.2.5 The site was unoccupied at the time of inspection.
- 1.2.6 In accordance with our standard practice, we must state that this report is for the use only of the party to whom it is addressed, and no responsibility is accepted to any third party for the whole or any part of its contents unless an appropriate letter of reliance has been agreed between Lambert Smith Hampton and the reliant party.

2.0 Building Description

- 2.1 Longcroft Cottages is situated on Longcroft Drive within the Renfrew area of Glasgow. Consisting of two ground floor cottages, merged by way of a central infill and rear extension at a later date. Located on Longcroft Drive within Robertson Park the building is served with the park to the front, and St James' Catholic Church to the rear.
- 2.2 The building is approximately 2658sqft with no upper floor. Comprising of seven bedrooms, a kitchen, laundry room, storage area and lounge, the building was previously designed to meet the needs of the

Children's Home. The original buildings are of traditional cavity wall construction with a timber pitched roof with concrete roof tiles. Externally walls are rendered above brick soldier course. The central extension is a more modern timber frame construction with pitched timber roof.

- 2.3 The roof of the building comprises a pitched roof to the front building and a perpendicular pitched roof to the extension.
- 2.4 Access to the building is currently gained via a steel security door to the front elevation which has replaced the previous UPVC door. A second entrance is situated on Longcroft Drive however it is currently secured via a steel sheet for security purposes. Three exits are located to the rear of the building however these are also currently covered with a steel sheet at present for security purposes.
- 2.5 Internally the building is a shell with extensive damage to all elevations. The layout remains as per the previous use, leaving the premises in a non-habitable condition.

3.0 Occupancy

- 3.1 At the time of our inspection the building was unoccupied and lay derelict.

4.0 Condition

The items below are marked as follows:

- Requiring immediate action / requiring resolving as a condition of purchase.
- Short term action requiring resolution within 1-2 years
- Medium/Long term action, management / housekeeping issue or non-critical issue.
- No actions required / no issues of concern.

We have also highlighted below, where we consider the liability / action to lie, in the following categories:

P Purchaser **T** Tenant **V** Vendor **S** Solicitor **I** Information

4.1 Structure and Foundations

- 4.1.1 We have not been provided with any information relating to the nature of the below ground structure. Our survey did not highlight any areas of concern relating to movement or cracking in the structure or finishes that would suggest that there are defects relating to the substructure. I
- 4.1.2 Given the fire damage to the central section of the building a structural survey has been instructed directly by the client. This should be reviewed in full and any recommendations implemented. I

4.1.3 It was noted in passing that wood working plant was proposed to be installed. Consideration will need to be given to the weight of such plant and the ability of the existing floor structure to take such load. Depending on findings there may be a requirement to increase the load capacity of the floor through structural works.

P

4.1.4 It was noted at the time of inspection that it is the clients intention to create a new opening on the side (south) elevation. This will require structural input and Planning / Building Warrant approval, however, from a building surveyors point of view this should be a straight forward alteration.

P

4.2 Roofs and Rainwater Goods

4.2.1 The front roof is served by a concrete tile both to the front and rear pitches. The perpendicular roof to the rear of the premises is of similar construction / finish to the original roof, however, the extension to the rear has a flat profile tile whereas the main building has a triangular edged profile concrete tile). The roof as a whole appears in generally fair condition.

I

4.2.2 Internally the property was noted to be suffering from extensive mold grown on the ceilings, walls and floor. This will be due to the lack of windows / doors and exasperated by being constantly cold. The mold makes it very difficult to identify water ingress, however, we would envisage and water ingress will be localised and not widespread.

P

4.2.3 The roof is covered in its entirety with heavy moss growth which limited our inspection. The roof tiles appear in generally good condition, however, a small number were noted to be impact damaged. The roof requires to be brushed clean of all vegetation and debris to prevent collection within / blocking of the gutters. Given the buildings position adjacent to a number of trees clearing of vegetation debris from the surface will be required on a regular basis.

P

4.2.4 There is a lead valley gutter (south west) where the extension meets the main roof. The uPVC gutter serving the roof in that corner has been damaged and fallen away. The downpipe to the rear of the extension is disconnected from the main pipe. The damaged gutter and associated rainwater goods require to be repaired in the short term.

P

4.2.5 The eaves flashing to the south west corner below the damaged gutter is water damaged and along with an adjacent section of flashing above a fire exit door has been impact damaged. A further section of flashing above the main entrance door is impact damaged. All sections of flashing are in reasonable condition, however, would benefit from replacement in the short term.

P

4.2.6 The verge flashing (uPVC plastic) along the south east verge is dislodged and is currently lying on the adjacent path. A section of the flashing along the south west verge is dislodged and hanging loose. The underlying original timber ridge flashing is present beneath along with a timber batten that provides fixing, both the timber elements are rotten and require to be replaced along with refixing uPVC flashing to the south west.

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4.2.7 The cement pointing to the edge of the concrete tiles has dislodged in an isolated section approximately 150mm requires to be re-infilled.

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<p>4.2.8 Circular roof vents are present within the underside of the eaves to provide ventilation to the roof void. A number of these were noted to be dislodge and missing. It was also noted at the time of inspection that bees were entering the roof void via the dislodged vent holes. Small bee hives were also noted within the roof void. Reinstatement of the roof vents and a humane removal of the bees and associated hive should be carried out in the short term.</p>	P
<p>4.2.9 A downpipe serving the rear north elevation has been removed with the drainage connection left open at ground level. The downpipe appears to be redundant and not part of the current roof drainage system. The connection at ground level should be capped and protected from debris entering and blocking the system.</p>	P
<p>4.3 Perimeter Walls</p>	
<p>4.3.1 The facades of Longcroft Cottages are generally in satisfactory condition with only a number of minor issues noted along with an area of significant damage.</p>	I
<p>4.3.2 The external leaf of the rear elevation (south west corner) has been vandalised in an attempt to gain entry into the premises. The pre-cast cement cill has been removed along with a number of the outer leaf blocks and insulation batt. The exposed internal timber frame has been damaged and is exposed to the elements. This section of the elevation will require to be reinstated in full in the short term.</p>	P
<p>4.3.3 A number of hairline cracks were noted to the render serving the rear elevation of the central extension. The render was tap tested and found to be sound with no boss sections noted. These hairline cracks should be sealed with a sealant to prevent any future water ingress behind the render.</p>	P
<p>4.3.4 The front elevation of the building is a combination of exposed brickwork and render. To the North-East elevation, a low-level air vent is missing and requires to be reinstated. A number of other air vents were noted to be sitting proud / dislodged and requires to be reinstated back into position.</p>	P
<p>4.3.5 Areas of dislodged / missing pointing was noted throughout the elevations. This is fairly minor and isolated, however, should be addressed in the short term to prevent further deterioration.</p>	P
<p>4.3.6 The render throughout the front elevation is in generally good condition with some isolated areas of minor cracking / boss render noted (when tap tested). Any cracking should be sealed and boss render hacked off and reinstated to match existing.</p>	P
<p>4.4 Doors and Windows</p>	
<p>4.4.1 All external doors have been removed and replaced with steel security doors in order to secure the vacant site. A number of internal doors remain within the building with a number having been damaged by trespassers. There is potential for these doors to be reused, however, this would require a detailed inspection of the doors to understand their condition and suitability for reinstatement. Ideally new doors would be installed with warranties in place (for fire doors),</p>	P

	however, if this is out with budget then reinstatement of the existing doors could be investigated / carried out.	
4.4.2	A number of internal doors have signage noting that they were fire doors (15No.). These doors were solid core and likely to be fire rated, however, the duration cannot be confirmed from a visual inspection. The doors were also noted not to have smoke seals of intumescent strips and are therefore non-compliant. We understand that there are proposed alterations to the premises, and we would recommend new fully certified fire doors are installed to suit the new layout and comply with Building Regulations.	P
4.4.3	Similarly to the door, all external windows have been removed and replaced with steel security panels in order to secure the vacant site. The window frames remain in place with the glazing having been removed to allow the installation of the security panels. There is potential for these glazed units to be reused within the existing frames, however, this would require a detailed inspection of the panes / frames to understand their condition and suitability for reinstatement. Ideally new windows would be installed with warranties in place, however, if this is out with budget then reinstatement of the glazing panes could be investigated / carried out.	P
4.5	Floors and Staircases	
4.5.1	The building comprises timber floors to the North and South buildings, and a concrete floor sub to the central section and extension. Generally both types of floor were found to be in fair condition albeit covered by floor coverings at the time of inspection.	I
4.5.2	Isolated areas of 'soft' flooring (indication of possible damage or rot) were noted when walking the premises. These areas should be investigated further following removal of the floor coverings to confirm whether or not there is an issue.	I
4.6	Internal Areas	
4.6.1	All internal element of the building are in poor condition and comprehensive strip-out and reinstatement will be required to bring the building back into a habitable condition.	P
4.7	Site Boundaries and External Areas	
4.7.1	The front, rear and side elevations are heavily overgrown with all sorts of debris and rubbish throughout which will require to be cleared. Vegetation growth to the rear of the premises is such that you cannot walk freely around the premises and escape from the premises away from the building is significantly hindered. The vegetation to all elevations will require to be cut back and removed to provide unhindered access around the premises.	P
4.7.2	A small carpark to the north of the building is understood to form part of the premises. The car park has a tarmacadam surface and concrete kerbstone edges both of which are in reasonable condition. There are areas of the tarmacadam surface that is breaking down and we would envisage repair works being required in the medium term. The parking lines provide	P

four car parking bays and are worn but visible. The parking bay lines should be renewed at the time of any tarmacadam works.

4.7.3 A hit and miss timber fence is present between the car park and the side elevation and enclosing the garden on the opposite side. The fence is in fair condition consistent with age. Both timber gates that secure the rear of the building have been ripped off their supports and lie redundant in the vegetation to the rear of the building. The timber posts that support the gates are damaged and will require to be replaced. Both gates should be replaced in the short term to secure the rear of the building.

4.7.4 A concrete paving slab pathway is present to the perimeter of the site. The path is served with three steps to the North leading from the front to the rear elevation. It should be noted that there is no accessible route to the rear of the building and therefore escape from the rear of the building with a wheelchair will be problematic. Consideration could be given to the installation of a ramp in place of the three steps.

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5.0 Mechanical And Electrical Services

In accordance with your instructions, we have not instructed a specialist M&E consultant to review the service installations. We have provided commentary below on the physical appearance of the service installations but confirm our advice is limited to that of a Chartered Building Surveyors perspective.

5.1 Mechanical Services

5.1.1 The building is served by a domestic boiler providing hot water and heating to the premises. The boiler has been vandalised and it is unclear if it is in a serviceable condition. We would envisage that a new boiler will be required with the associated pipe work and radiators being able to be retained and re-used. We would recommend formal testing of the boiler / heating system to fully understand its condition and the potential for re-use.

5.1.2 Sanitary fittings to WC and bathrooms have been graffiti and / or damaged and will require full scale replacement throughout.

5.1.3 Local extract fans and hoods look in visually poor condition and will require replacement in full.

5.1.4 External above ground drainage pipework noted to be damaged in locations. If the related services are to be retained within the proposed scheme then the damaged pipework will require to be replaced.

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P
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5.2 Electrical Services

5.2.1 A client appointed electrical consultant attended site on the day of survey and noted that given the level of damage to the internal and external electrical elements of the premises a full strip-

P

out of the electrical installation and installation of new will be required. LSH agree with this assessment.

5.2.2 It was noted in passing that wood working plant was proposed to be installed with the electrical consultant advising that a three Phase electrical supply is typically required for such plant. It was noted that the building only has a single phase supply and therefore an application to Scottish Power would be required to upgrade the system. Such upgrades can be problematic in terms of timescale, capacity of the existing grid to facilitates a request and expensive. Should you wish to proceed with an application this should be carried out at the earliest opportunity to avoid delays later in the project.

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6.0 Building Management

6.1 The building is proposed as a single occupation use and therefore it is envisaged that there will be an on site contact whilst the premise is open / trading. As owner you will be responsible for the repair and maintenance of the building.

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7.0 Statutory Matters

7.1 During the course of our survey we have had regard to:-

- Regulatory Reform (Fire Safety) Order 2005
- Workplace (Health, Safety & Welfare) Regulations 1992
- Currently cited Building Regulations
- Control of Asbestos Regulations 2012
- Equality Act 2010

Commentary on the specific considerations we have had in relation to the above during the course of our survey is provided at Appendix A.

I

7.2 We understand from discussions that it is your intention to make alterations to the layout to suit the proposed use. Any such works will require a Building Warrant.

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7.3 It is unclear at this time the existing and proposed use class of the premises. Depending on the class there may be a requirement to apply to the local authority for a change of use to suit the proposed scheme.

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7.4 A refurbishment and demolition asbestos survey will require to be carried out before any works commence on site. Should asbestos be found in the premises it should be removed or managed as per the asbestos reports advice.

I

7.5 As noted above we have concerns over the lack of intumescent strip and smoke seals to the fire doors and we would recommend installation of new fully certified fire doors within the proposed scheme.

I

8.0 Matters For Your Solicitor

- 8.1 Your solicitors should verify the title of the building and confirm that there are no restrictive covenants on the land register. In doing so your solicitor should verify the exact position of the boundary together with the access arrangements to the premises and establish any rights of way or other obligations associated with the neighbouring properties or land.
- 8.2 Your solicitor should ascertain whether there are any construction documents, as-built information or health and safety files available in respect of the original build or fit out / refurbishment works and provide copies of Consent approvals.
- 8.3 Your solicitors should confirm the completion of Building Regulation works certificates have been issued in respect of the current layout.
- 8.4 Your solicitor should confirm whether any interim repair notices, Section 146 notices or similar have been served and if so whether any issues remain outstanding.

9.0 Current And Anticipated Works

- 9.1 There are currently no works ongoing within the building. Renfrew Community Trust intend in the near future to fully strip back the internal fabric and refurbish the building into a multi-occupation property with areas for personal hire, hotdesking, and a workshop area for teaching skills within the local community.

10.0 Dilapidations Matters

- 10.1 We understand that the premises will be owner occupied and therefore dilapidations will not be applicable.
- 10.2 Should it be your intention to let the premises then as landlord you would want to bring the building into a good condition in order to achieve a FRI lease with repairing obligations passed to the tenant.

11.0 Budget Cost of Repairs Identified

It is our understanding that the local authority are selling the building in its current state for a nominal fee and therefore the opportunity to 'price chip' is removed and the responsibility for all repair costs will lie with the purchaser.

A breakdown of estimated budget cost liabilities, and the limitations to which they are subject, is provided in Appendix A of our full report. The costs are based on a forecast 10 year cycle. The summary budget costs are set out below:

	Vendor	Purchaser
Immediate	£ 0.00	£ 220,640.00
Short Term (Year 1-2)	£ 0.00	£ 0.00
Medium Long Term (Year 3-10)	£ 0.00	£ 0.00
Total	£ 0.00	£ 220,640.00

The figures reflect the repair/replacement of building fabric and services on a like-for-like basis only. The figures do not include for the aesthetic refurbishment of any occupied or vacant floorplates. Moreover, these figures do not represent a dilapidations assessment of the tenant's obligations. The costs are exclusive of VAT, consultancy and statutory fees, contractors prelims and inflation.

12.0 Summary And Recommendations

- 12.1 It is understood that the freehold interest is to be acquired and that the premises will be refurbished to meet your requirements.
- 12.2 The building is in significant disrepair with the majority of elements requiring significant works to bring the premises back into a habitable condition.
- 12.3 Consideration will also need to be given to the ability of the premises to facilitate the installation of large pieces of wood working plant from both a structural and electrical point of view.
- 12.4 Subject to your acceptance of the issues raised within our report, the anticipated future liability to you as freeholder and the outcome of your solicitors enquiries, we see no reason from a Chartered Building Surveyors perspective why you should not proceed with your proposed acquisition.

We trust that this report is satisfactory for your present requirements and if you wish to discuss this matter please contact:



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LAMBERT SMITH HAMPTON

APPENDIX A

STATUTORY CONSIDERATIONS

Regulatory Reform (Fire Safety) Order 2005

Under the terms of the Regulatory Reform (Fire Safety) Order 2005 a Responsible Person is required to assess the fire risk and to take reasonable precautions. Typically, this encompasses the preparation of a Fire Risk Assessment and the implementation of the recommendations contained therein.

Further guidance can be found at www.communities.gov.uk/fire/firesafety/firesafetylaw

Control of Asbestos Regulations 2012

Under the terms of these Regulations a Dutyholder is required to manage asbestos in non- domestic premises. Typically, this encompasses a positive obligation to assess the likelihood of asbestos containing materials (ACMs) being present at the premises. This can be achieved either by reference to bone fide statements confirming that ACMs were not incorporated into the construction of the building, or by commissioning an asbestos survey. The results of that survey would then be interpreted, acted upon and recorded in an Asbestos Management Plan.

Further guidance can be found at <http://www.hse.gov.uk/pubns/indg223.pdf>

Workplace (Health, Safety and Welfare) Regulations 1992

A variety of statutory instruments and supporting legislation govern the health and safety of people in the context of the built environment.

Further guidance can be found at <http://www.hse.gov.uk/pubns/indg244.pdf>

Energy Act 2011

By 1 April 2018 at the latest, it will be unlawful to let a building with an EPC rating of F or G. EPC's last for a period of 10 years before re-assessment is required. The government are continually tightening the bandings for EPC's, therefore it is entirely possible that a building with an EPC rating of B in 2010 if assessed today could have a reduced rating.

Further guidance can be found at

http://www.decc.gov.uk/en/content/cms/legislation/energy_act2011/energy_act2011.aspx

Equality Act 2010

Under the terms of the Equality Act 2010, employers or service providers are required to take reasonable steps to avoid discrimination. Typically, this encompasses the preparation of an Access Audit specific to the requirements and nature of the service provider and/or employer, and the implementation of the recommendations.

Further guidance can be found on the Equality and Human Rights Commission website at

<http://www.equalityhumanrights.com/advice-and-guidance/new-equality-act-guidance/equality-act-guidance-downloads/>

Construction (Design and Management) Regulations 2015 (CDM)

Under the terms of the CDM Regulations" certain construction operations attract the requirement for the preparation of a Health and Safety File. Amongst other things this document records details of the works completed in order to assist safe and appropriate repair in the future. The Client (as defined by the CDM Regulations) is required to retain the Health and Safety File and to allow appropriate access to it.

Further details can be found at www.hse.gov.uk/construction/cdm/responsibilities.html

APPENDIX B

ILLUSTRATIVE PHOTOGRAPHS



Photo (1)



Photo (2)



Photo (3)



Photo (4)



Photo (5)



Photo (6)



Photo (7)



Photo (8)



Photo (9)



Photo (10)



Photo (11)



Photo (12)



Photo (13)



Photo (14)



Photo (15)



Photo (16)



Photo (17)



Photo (18)



Photo (19)



Photo (20)



Photo (21)



Photo (22)



Photo (23)



Photo (24)



Photo (25)



Photo (26)



Photo (27)



Photo (28)



Photo (29)



Photo (30)



Photo (31)



Photo (32)



Photo (33)



Photo (34)



Photo (35)



Photo (36)



Photo (37)



Photo (38)



Photo (39)



Photo (40)



Photo (41)



Photo (42)



Photo (43)



Photo (44)



Photo (45)



Photo (46)



Photo (47)



Photo (48)



Photo (49)



Photo (50)



Photo (51)



Photo (52)



Photo (53)



Photo (54)



Photo (55)



Photo (56)



Photo (57)



Photo (58)



Photo (59)



Photo (60)



Photo (61)



Photo (62)



Photo (63)



Photo (64)



Photo (65)



Photo (66)



Photo (67)



Photo (68)



Photo (69)



Photo (70)



Photo (71)



Photo (72)



Photo (73)



Photo (74)



Photo (75)



Photo (76)



Photo (77)



Photo (78)



Photo (79)



Photo (80)



Photo (81)



Photo (82)



Photo (83)



Photo (84)



Photo (85)



Photo (86)



Photo (87)



Photo (88)



Photo (89)



Photo (90)



Photo (91)



Photo (92)



Photo (93)



Photo (94)



Photo (95)



Photo (96)



Photo (97)



Photo (98)



Photo (99)



Photo (100)

APPENDIX C
BUDGET COSTS

The budget figures are based on estimated prices prevailing as at the date of this report.

- It is taken that the works will be undertaken as a single contract. If undertaken on a piecemeal basis, the costs are likely to be higher.
- No allowance has been made for the following:
 - i. Future inflation of building materials and labour prices.
 - ii. Statutory fees including Planning and Building Regulations applications that may be necessary.
 - iii. Building insurance.
 - iv. Interest on expenditure.
 - v. Any professional fees (eg. Legal, project management etc. except where and to the extent stated).
 - vi. Contingencies.
 - vii. Preliminary Costs
 - viii. It is assumed that the works will be undertaken during normal working hours.
- Guide prices have been derived from a visual inspection and are of an indicative nature only. They are not based on any detailed measurement or specification.
- Where costs relate to an item requiring further investigation, the costs provided relate to the cost of the investigation only and not, unless specifically stated and allowed for otherwise, for works that may be recommended following investigation.

APPENDIX D - BUDGET COSTINGS FOR REPAIR

PROPERTY: Longcroft Cottages, Longcroft Drive, Renfrew

Item Number	Work Description	Immediate Works	Short Term Within Years 1-2	Medium/Long Term Within Years 3-10	Purchaser's Cost	Vendor's Cost	Total Cost
Report Reference		(£)	(£)	(£)	(£)	(£)	(£)
4.1	Structure and Foundations						
4.1.2	Works noted within Structural Report (high level budget)	£ 50,000.00	£ -	£ -	£ 50,000.00	£ -	£ 50,000.00
4.1.3	To be Confirmed - Strengthening of floor to take wood work plant load.	£ 5,000.00	£ -	£ -	£ 5,000.00	£ -	£ 5,000.00
4.1.4	Cost inc. in 4.1.2	£ -	£ -	£ -	£ -	£ -	£ -
4.2	Roofs and Rainwater Goods						
4.2.2	General roof repairs and making wind and watertight	£ 2,000.00	£ -	£ -	£ 2,000.00	£ -	£ 2,000.00
4.2.3	Brush down roof, clean gutters, leave clean and clear	£ 740.00	£ -	£ -	£ 740.00	£ -	£ 740.00
4.2.4	Repairs to gutters and downpipes	£ 550.00	£ -	£ -	£ 550.00	£ -	£ 550.00
4.2.5 / 4.2.6	Repairs to verge and eaves flashing	£ 2,100.00	£ -	£ -	£ 2,100.00	£ -	£ 2,100.00
4.2.7	Cement pointing repair	£ 300.00	£ -	£ -	£ 300.00	£ -	£ 300.00
4.2.8	Roof vents	£ 260.00	£ -	£ -	£ 260.00	£ -	£ 260.00
4.2.9	Cap redundant drainage connection	£ 70.00	£ -	£ -	£ 70.00	£ -	£ 70.00
4.3	Perimeter Walls						
4.3.2	Reinstatement of damaged rear elevation rear wall	£ 3,000.00	£ -	£ -	£ 3,000.00	£ -	£ 3,000.00
4.3.3 > 4.3.6	General repairs to elevations	£ 1,200.00	£ -	£ -	£ 1,200.00	£ -	£ 1,200.00
4.4	Doors and Windows						
4.4.1	Replacement of entrance and exit doors	£ 10,000.00	£ -	£ -	£ 10,000.00	£ -	£ 10,000.00
4.4.2	Replacement of fire doors (assumption based on proposed layout - fire strategy TBC)	£ 20,000.00	£ -	£ -	£ 20,000.00	£ -	£ 20,000.00
4.4.3	Replace windows	£ 10,200.00	£ -	£ -	£ 10,200.00	£ -	£ 10,200.00
4.5	Floors, Staircases and Balconies						
4.5.2	General repairs to floor surface	£ 1,000.00	£ -	£ -	£ 1,000.00	£ -	£ 1,000.00
4.6	Internal Areas						
4.6.1	Internal fit-out (high level based on proposed layout)	£ 110,000.00	£ -	£ -	£ 110,000.00	£ -	£ 110,000.00
4.7	Site Boundaries and External Areas						
4.7.1	Cut back vegetation	£ 2,220.00	£ -	£ -	£ 2,220.00	£ -	£ 2,220.00
4.7.2	Resurface and line carpark	£ 1,200.00	£ -	£ -	£ 1,200.00	£ -	£ 1,200.00
4.7.3	Repair fence and gate	£ 800.00	£ -	£ -	£ 800.00	£ -	£ 800.00
Appendix B	Mechanical and Electrical Services						
Mechanical	Allowed for in rate under item 4.6.1	£ -	£ -	£ -	£ -	£ -	£ -
Electrical	Allowed for in rate under item 4.6.1	£ -	£ -	£ -	£ -	£ -	£ -
7.0	Statutory Matters						
7.5	Allowed for in rate under item 4.4.2	£ -	£ -	£ -	£ -	£ -	£ -

APPENDIX D - BUDGET COSTINGS FOR REPAIR

PROPERTY: Longcroft Cottages, Longcroft Drive, Renfrew

Item Number	Work Description	Immediate Works	Short Term Within Years 1-2	Medium/Long Term Within Years 3-10	Purchaser's Cost	Vendor's Cost	Total Cost
Report Reference		(£)	(£)	(£)	(£)	(£)	(£)
	Total Sum (Ex.VAT), say	£ 220,640.00	£ -	£ -	£ 220,640.00	£ -	£ 220,640.00
<p><i>Note: The budget costs stated are subject to the limitations set out over leaf.</i></p>							

APPENDIX D
TERMS AND CONDITIONS

Terms of Engagement for Building Consultancy Services

1 INTERPRETATION

i) In these Terms:

"Agreement" means the agreement between the Client and LSH for carrying out the Service incorporating the Terms and the Engagement Letter.

"Client" means the person to whom LSH is to provide services in accordance with the Terms and includes the person to whom the Engagement Letter is addressed.

"Data Protection Laws" all applicable data protection and privacy legislation in force from time to time in the UK including without limitation the Data Protection Act 2018 (and regulations made thereunder) ("DPA 2018"); the UK GDPR (as defined in section 3(10) and as supplemented by section 205(4) of the DPA 2018); the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended.

"Director" means any person whose title includes the word 'director' whether or not a statutory director.

"Engagement Letter" means the letter or proposal document sent out by LSH to the Client setting out the basis on which it will carry out the Service.

"Expert Witness Terms" means the terms and conditions which, in addition to the Terms of Engagement letter, govern the provision of the Expert Witness Services (as defined within the Expert Witness Terms of Engagement).

"Fee" means the fee for the Service as set out in the Engagement Letter or as otherwise agreed in writing between LSH and the Client, plus any expenses or other amounts properly due under this Agreement.

"LSH Report" means the written advice and report(s) provided to the Client by LSH under this Agreement.

"LSH" means Lambert Smith Hampton Group Limited whose registered office is at 55 Wells Street, London, W1T 3PT and any company which is the same group of companies as that company.

"Property" means the property identified in the Engagement Letter and any agreed variation to the Engagement Letter (and includes any property being or to be constructed altered, repaired or modified as part of the Service).

"RICS" means the Royal Institution of Chartered Surveyors.

"Scope of Service" means the schedule setting out the scope of service appended to or otherwise referred to in the Engagement Letter.

"Service" means the service to be performed or procured by LSH under the Agreement including, where applicable, any Expert Witness Services (as defined in the Expert Witness Terms).

"Terms" means the terms and conditions set out in this document and includes the Expert Witness Terms and any other terms and conditions set out in the Engagement Letter or any other letter or document from LSH accompanying, supplementing or varying the Terms.

ii) In these Terms:

- (a) A reference to "writing" includes electronic mail.
- (b) A reference to any provision of a statute or regulation shall be construed as a reference to that provision as it is in force at the relevant time taking account of any amendment, re-enactment, extension or repeal.
- (c) Except where the context otherwise requires, words denoting the singular include the plural and vice versa, words denoting any gender include all genders and any reference to a "person" includes an individual, firm, corporation and/or other legal entity.
- (d) References to a numbered Condition are to that condition in these Terms.
- (e) The headings are for convenience only and shall not affect the interpretation of these Terms.

2 GENERAL

- i) The Agreement shall be made when the Client receives a copy of the Terms or gives instructions to LSH, whichever shall be the later, and shall be subject to the Terms, which shall also apply to all or any part of the Service carried out prior to such date.
- ii) LSH shall perform all Services on the basis of the Agreement only, which shall apply to the exclusion of any other terms and conditions which the Client may seek to impose or incorporate, or which are implied by trade, custom, practice or course of dealing.
- iii) No variation of:
 - (a) the Terms shall be binding unless previously agreed in writing by a statutory director of LSH (as identified on Companies House from time

to time);

- (b) the Engagement Letter shall be binding unless previously agreed in writing by a Director of LSH,

and in entering into the Agreement the Client acknowledges that it has not relied on any statement, promise or representation which has not been confirmed in writing by a Director of LSH.

- iv) In the event of any ambiguity or conflict between any of the documents comprising the Agreement, the Engagement Letter shall take precedence over any of the other Terms.
- v) Nothing in the Agreement shall confer or purport to confer on any third party any benefit or right to enforce any Terms of the Agreement. No Term of the Agreement shall be enforceable by a person who is not a party to the Agreement.
- vi) LSH's duties under the Agreement shall be limited to those set out in the Terms.
- vii) LSH shall be entitled to accept and act on any instruction given to LSH by any person who is an employee of, or agent, advisor or subcontractor to, the Client.
- viii) If any provision of the Terms shall become or be declared illegal, invalid or unenforceable for any reason such provision shall be divisible and shall be deemed to be deleted, from the Terms.
- ix) The Client shall provide its authority, instructions or information required to LSH promptly.
- x) It is a condition of the Client's agreement with LSH that (save where LSH instructs independent experts, consultants or other third parties on the Client's behalf) the duties and responsibilities owed to the Client are solely and exclusively those of LSH and that no employee of LSH shall owe the Client any personal duty of care or be liable to the Client for any loss or damage howsoever arising as a consequence of the acts or omissions of such employee (including negligent acts or omissions) save and to the extent that such loss or damage is caused by the fraud, dishonesty, wilful misconduct or unauthorised conduct on the part of such employee.

3 SERVICE

LSH shall seek to provide a service such as would be expected of a national firm of consultant surveyors in a proper professional manner and shall perform the Service with all reasonable care and skill.

The Service shall, however, be provided on the basis that:

- i) LSH reserves the right to carry out instructions in accordance with such procedures, principles or methodologies as LSH deems to be appropriate. Where appropriate, LSH shall comply with the relevant Practice Statements and Guidance Notes published by the RICS.
- ii) LSH should carry out a visual inspection of all accessible internal and external parts of the Property available at the time of the inspection only and LSH shall not be obliged to and shall not, unless otherwise agreed, carry out any inspection of parts of the Property that require opening up or invasive investigations or of concealed or inaccessible areas, and LSH shall not be under any duty to identify or deal with any concealed defects or generally any closed up areas or spaces.
- iii) LSH shall not be obliged to and will not, unless otherwise agreed, carry out any inspection of external parts of the Property above 2 metres high and, in any event, will only carry out external inspections to the extent that a fixed and safe form of appropriate access is available, or if the Client requests and LSH agrees to hire specialist access equipment at the Client's expense.
- iv) The Client shall indemnify LSH for all actions, claims, demands, expenses and proceedings arising out of or in connection with, or incidental to, the carrying out of any opening up or invasive inspections of the Property whether with or without specialist access equipment in respect of the Client's Property or any third party or third party's property and the Client shall specifically indemnify LSH against the cost of any remedial or reinstatement works required following the carrying out of such investigations.
- v) No building materials including the fabric of the Property or any constituent parts or services shall be tested or analysed unless specifically requested and agreed by LSH.
- vi) LSH shall not be under any obligation to inspect any service media, conduits, drains or shafts including lift shafts, service ducts, suspended ceilings or floors and any advice or comments made by LSH about any such areas must not be relied on by the Client without specialist survey.
- vii) The Services shall be limited to matters upon which it is suitable and usual for a chartered building surveyor to advise and unless the Client specifically instructs and LSH accepts such instruction in writing, LSH will not undertake any detailed engineering, service installations, plant and machinery or structural inspections or reports regarding the Property.
- viii) LSH shall not be obliged and will not unless otherwise agreed carry out any assessment or advice in respect of environmental or contamination issues

relating to the Property and in all cases a specialist shall be instructed for this purpose.

- ix) LSH shall not be obliged to provide estimates for any likely cost of works or quantities or other such specialist advice unless the Client instructs LSH and LSH agree in writing to perform such services, and LSH shall not be obliged and will not unless otherwise agreed carry out any such service, including the certification or approval of works or stages of works or payments to contractors or due under any form of contract or otherwise unless the Client instructs LSH to do so and LSH agrees in writing to perform such services.
- x) LSH will not provide advice regarding IT management infrastructure or services including computers, data chip information sensitivity, compliance issues, software or hardware in connection with climate control or other facility management systems.
- xi) Estimates of times for performance of all or any part of the Service have been made upon the basis of information available to LSH at the time and are approximate only so that LSH shall not be bound by any such estimate.
- xii) LSH may, if it considers it appropriate, secure performance of any or all Services by instructing one or more other persons (whether as subcontractor or in any other capacity) upon such terms as LSH considers appropriate. In circumstances where LSH secures the performance of another person, no additional fee shall be payable by the Client in the absence of prior agreement to such additional fee but the Client shall be liable to pay all Fees if all Services had been performed by LSH.
- xiii) The Client shall provide LSH (or ensure that LSH is provided) with details of any other consultants or contractors appointed or to be appointed by the Client relevant to the Service.
- xiv) The Client shall provide LSH with details and shall facilitate access to the Property and the Client shall be liable to pay LSH for any abortive time incurred in travelling, waiting or otherwise in connection with access and inspection arrangements.
- xv) LSH shall not be liable to the Client for the non-performance or delay in the performance of any of its obligations hereunder due to events or circumstances outside its reasonable control. Upon the occurrence of such an event, LSH shall immediately notify the Client with as much detail as possible and keep it updated of continuing developments. Once the event is removed or ended LSH shall perform its obligations unless his Agreement has been terminated in accordance with Condition 10(i)(a).

4 THE PROPERTY

i) Information

The Client warrants, represents and undertakes to LSH that (save as specifically notified to LSH by the Client in writing):

- (a) LSH shall be entitled to rely upon information and documents provided by or on behalf of the Client including those relating to matters such as Health & Safety, the Asbestos Register, energy performance and details of tenure, tenancies, use, contamination, building costs, costs of development, town planning consents and building regulation consents and the like as being, to the best of the Client's knowledge, information and belief, accurate and not misleading (either on their face or by inference or omission) and the Client shall advise LSH and shall instruct any advisor to inform LSH in the event that the Client and/or any advisor receives notice or becomes in any other way aware that any information given to LSH is or may be misleading or inaccurate.
- (b) It shall provide legible true copies of any relevant documents reasonably required by LSH including all/court orders and directions where LSH are appointed as expert witness (for which service a separate fee shall be required and the Expert Witness Terms shall apply)..
- (c) It shall make arrangements for the inspection of or attendance at the Property by LSH on reasonable notice in order to carry out the Service.
- (d) there are no facts known to the Client which ought to be brought to the attention of LSH to enable it to ensure that access to or inspection of the Property by any person is safe and without risks to health.

ii) Assumptions

Except where disclosed to LSH in writing, LSH shall be entitled to assume the following as appropriate:

- (a) LSH shall not take account of any item in the nature of the tenant's fixtures and fittings, improvements, plant equipment, and machinery and LSH may (without any obligation to do so) make any reasonable assumptions to identify if any fixtures and fittings are part of the Property and which would pass, with the Property, on reversion, back to the landlord and that all such tenant's improvements or fixtures and fittings have all necessary consents and are not subject to any onerous conditions.
- (b) The Property has the benefit of all necessary full planning consent or established use rights and building regulations approvals and all or any work has been carried out fully in compliance with those consents.

- (c) The Property complies with all relevant statutory requirements including building safety and fire regulations and that a fire certificate if required will be issued if it has not already been issued.
- (d) No dangerous or harmful materials or techniques have been used in the construction of the Property or its subsequent alteration, extension or refurbishment and the Property is not contaminated or potentially contaminated or subject to environmental hazards. Unless specifically instructed, LSH shall not undertake any investigation into the past or present uses of either the Property or any adjoining or nearby land, to establish whether there is any potential for contamination from these uses and shall assume that none exists.

iii) Limitations

Unless otherwise stated in the Engagement Letter:

- (a) LSH shall not be responsible for making any local search or other enquiries of local or any other authorities, including Land Register of Scotland, town planning enquiries or investigation of title regarding the Property, which shall be the Client's sole responsibility, and LSH may rely on any such information provided by the Client or the Client's advisors without further enquiry. If LSH shall make oral or other enquiries regarding the Property to third parties, the results of such enquiries shall not be relied on by the Client.
- (b) Subject to agreement of the terms of any subsequent instruction, LSH shall not be responsible for making any structural or site survey or audit of the Property such as may be required under applicable law, including without limitation the Equality Act 2010 or the Control of Asbestos Regulations 2012 or with respect to any other statutory regulations or recommendations or for testing any services to or on the Property, including the availability of broadband or other communications or information technology infrastructures.
- (c) Any advice, approval or representation made by LSH or any person on behalf of LSH regarding the legal meaning or effect of any lease or contract shall not be relied on by the Client and such advice shall be limited to matters upon which it is suitable for a Chartered Surveyor to advise and shall not constitute advice regarding legal interpretation or drafting issues. Unless otherwise agreed in writing between the Client and LSH, LSH shall not be obliged to advise upon the interpretation or drafting of any draft agreements, leases or other legal or technical documents.
- (d) Unless the Client shall specifically commission a formal management arrangement with relevant obligations and LSH accept such instruction on terms to be agreed, the Client shall remain responsible for the insurance of the Property and for notifying its insurers should the Property become vacant. LSH shall not be responsible for the management, security or deterioration of the Property or, for any other like matter or loss however caused. If the keys for the Property are held by LSH then the Client shall be deemed to have given authority to LSH to supply keys to any persons who wish to inspect the Property or carry out works or inspections at the Property and LSH shall accept no responsibility for the action of such persons. The Client shall effect and maintain full insurance cover against any claim that may be made by LSH or any representative or employee of LSH or by any third party in respect of any loss, damage or injury however caused arising directly or indirectly under or in respect of the Agreement.
- (e) LSH shall not be responsible for advising in respect of, or effecting the service of, any notice or schedule required to be given under statute or under the provisions of any contract or lease or otherwise and shall not be liable for advice, interpretation or compliance with any time periods or other provisions under statute, regulation (including any applicable court rules or procedures in force for the time being) or provided for in any contract or lease including any notice of appeal or for making payments or carrying out any other actions in accordance with such time periods or provisions including, unless agreed in writing by LSH otherwise, any form of certification or approval of works.
- (f) Whilst LSH shall endeavour to treat all information which is relevant to the Client's instruction as confidential, LSH may at its sole discretion provide any information to other professionals or third parties associated with this instruction and, in any event, LSH may be required to provide such information to a court, tribunal or the other party in any proceedings.
- (g) LSH shall not be under any duty to carry out conflict checks in relation to any third party (such as related companies) other than the Client or any other relevant party notified in writing by the Client to LSH.

5 TERMS OF PAYMENT

- i) Unless otherwise stated in the Engagement Letter the Client shall be liable to pay LSH its Fee at intervals to be determined by LSH or on completion of the Service at LSH's discretion. Payments are due on issue of the invoice and the final dates for payment by the Client shall be the date of issue of the invoice.
- ii) LSH shall provide such information as is reasonably required in support of each invoice.
- iii) LSH shall be entitled to submit accounts for the expenses element of the Fees at the time when incurred or ordered by LSH and such accounts shall be

payable by the Client whether or not the Client withdraws its instructions. Accounts for expenses are due for settlement on presentation. Alternatively LSH may arrange for the suppliers to invoice the Client directly for services supplied.

- iv) No later than 5 days after the Fees stated in the invoice become due, the Client shall notify LSH of the Fee that the Client considered was due on the payment due date and the basis on which that Fee is calculated.
- v) The Client shall pay LSH the Fee referred to in Condition 5iv) (or if the Client has not given a notice under Condition 5iv) the Fee referred to in LSH's invoice) (the "Notified Sum") on or before the final date for payment of each invoice unless the Client has given notice of intention to pay less in accordance with Condition 5vi).
- vi) Not less than 5 days before the final date for payment the Client may give LSH notice that the Client intends to pay less than the Notified Sum (a "pay-less notice"). Any pay-less notice shall specify:
 - (a) the Fee that the Client considers to be due on the date the notice is served; and
 - (b) the basis on which the sum is calculated.
- vii) VAT will be payable where applicable at the prevailing rate on all Fees.
- viii) LSH reserves the right to charge the Client interest (both before and after any judgment) on any unpaid invoice at the rate of 3% per annum above the base lending rate of the Bank of Scotland calculated on a daily basis from the date of issue of its invoice up to and including the date of settlement in full.
- ix) If any sum due to LSH from the Client remains unpaid for more than 30 days after the date of issue of the invoice and no pay-less notice has been issued in respect of such sum LSH shall be entitled to suspend all further work for the Client until the outstanding sum is paid to LSH in full. In these circumstances LSH shall not be liable for any delays, losses or expenses resulting from such suspension.
- x) The Client shall not withhold any payment after the final date for payment of any sum due under this Agreement unless in relation to a bona fide dispute of which notice is provided to LSH in writing by the Client not less than seven days before the final date specifying the amounts to be withheld and the reasonable grounds for withholding payment or, if there is more than one ground, each ground and the amount attributable to it.
- xi) Where there are two or more clients in the case of a joint or multiple instruction by multiple parties invoices for an appropriate share of any Fees as determined in LSH's sole discretion shall be issued to all or any client simultaneously or otherwise and each client shall be jointly and severally liable for the full amount of LSH's Fees in the event that payment is not received from one or more clients.
- xii) Unless otherwise stated in the Engagement Letter and subject to Condition 5x), all amounts due under this Agreement by the Client shall be made without set-off, deduction, withholding or counterclaim (other than any deduction or withholding of tax as required by law).
- xiii) The Client may, with the prior written consent of LSH, appoint a third party nominee to satisfy the Client's obligations under this Condition 5 (an "Appointed Payor"). Appointment of an Appointed Payor shall not discharge any obligation of the Client under his Agreement, provided that payment by the Appointed Payor of any sums owed by the Client to LSH in accordance with this Condition shall be good and valid discharge of the Client's obligations to pay such sums.

6 FEES AND EXPENSES

- i) LSH shall charge the Fees. In the event of a change in the scope of Service or LSH being required to carry out additional Services, LSH reserves the right to charge an additional Fee.
- ii) In addition to the fees referred to in Condition 6i) the Client shall also be responsible for all fees and expenses incurred or ordered in respect of the Property, which may include without limitation photography, mailing, administration, Anti-Money Laundering checks, travel, mileage, messenger delivery and copying of documents and plans. Expenses shall be passed on to the Client at gross cost unless otherwise stated in the Terms of Engagement Letter. LSH shall be entitled to retain any discounts or commissions which are available or paid to LSH in order to offset administrative expenses. A copy of LSH's rates where applicable shall be made available upon request, such rates being subject to amendment from time to time by LSH on written notice.
- iii) If it is agreed with the Client, in connection with the service, that the resolution of a dispute with a third party is referred to or if such dispute is otherwise referred to an adjudicator, arbitrator, expert, mediator, court or tribunal, all costs in connection with such referral shall be the sole liability of the Client and will either be paid for directly by the Client or be recharged to the Client as an expense and the Client will indemnify LSH in respect of any liability or costs in such matters.
- iv) Unless specifically provided for in the Terms or Engagement Letter or as otherwise agreed in writing between LSH and the Client the Fees do not include remuneration for acting as expert witness for which service a separate

fee shall be required and the Expert Witness Terms shall apply.

7 INTELLECTUAL PROPERTY

- i) Ownership of all rights in any information, documents or other material provided by the Client to LSH in relation to the Property or Services shall remain the property of the Client ("Client Material") and the Client hereby grants LSH a perpetual, royalty free, worldwide, irrevocable licence to use, copy, adapt and modify such Client Material for the purposes of performing the Services and for the purposes of advertising or promoting LSH and its business.
- ii) Ownership of all rights in materials, know-how, developments, reports, forecasts, drawings, accounts and other documents created and/or originated by LSH or its employees or agents in relation to or arising out of the Service shall belong to LSH.
- iii) LSH shall grant the Client a royalty free licence to use the LSH Report in accordance with this Agreement. The Client may not use the whole, or any part of the LSH Report, or any reference to it in any published document, circular or statement, without LSH's written approval of the form and context in which it shall appear. Such approval is required whether or not LSH is referred to by name and whether or not the reports are combined with others.
- iv) LSH shall grant the Client a royalty-free, non-exclusive licence to copy and use the materials referred to in Condition 7ii) but only for purposes related to the Property. Such purposes shall include the operation, maintenance, repair, alteration, extension, promotion, reinstatement, leasing and/or sale of the Property provided that:
 - (a) The designs in any such materials shall not be used for any extension of the Property or for any other project; and
 - (b) LSH shall not be liable for the use of any such materials for a purpose other than that for which they were prepared.
- v) If at any time the Client is in default of payment of Fees, LSH may suspend the Client's use of the LSH Report and the licence granted pursuant to Condition 7iv). Use of the licence may be resumed on receipt of such outstanding amounts.

8 INDEMNITY

- i) The Client shall indemnify and keep indemnified LSH from and against all and any liability, losses, damages, penalties, fines, costs and expenses (including legal costs and expenses) suffered or incurred by LSH arising out of or by virtue of:
 - (a) The breach by the Client of any of its obligations under the Terms;
 - (b) The Client's instructions to LSH other than any losses, damages, costs and expenses arising by virtue of the negligence or wilful default of LSH or its employees or agents; or
 - (c) Any allegation that the Property (including without limitation the means of access to or egress from the same or any plant or substances in such premises provided for the use of any person) were not safe or posed a risk to health except where LSH had been notified in writing of all facts necessary to bring to the attention of LSH such facts.

9 LIMITATION AND LIABILITY

- i) Nothing in this Agreement shall limit LSH's liability for death and/or personal injury caused by the negligence of LSH or its employees, fraud or fraudulent misrepresentation, or any other liability to the extent that such liability cannot be limited in accordance with applicable law.
- ii) **Subject to Condition 9i) above, in respect of this Agreement, the aggregate liability of LSH to the Client whether arising from negligence, delict, breach of contract, breach of statutory duty or other obligation or duty or howsoever arising shall be limited to one million pounds sterling (£1,000,000.00).**
- iii) Subject to Condition 9i) above, LSH shall not be liable for any claim to the extent that such claim is or can be characterised as a claim for (or arising from):
 - (a) Loss of revenue or profits;
 - (b) Loss of business opportunity or loss of contracts;
 - (c) Loss of goodwill or injury to reputation;
 - (d) Anticipated savings;
 (in each case whether arising directly or indirectly from any breach of his Agreement by LSH); or
 - (e) Indirect, consequential or special loss or damage.
- iv) In the event of the Client engaging LSH together with other advisers, service providers and/or suppliers engaged by the Client or any other third party in relation to the Property, LSH's liability shall, in addition to the limitations contained in this Condition and subject always to Condition 9i), be limited to that proportion of any loss or damage suffered by the Client as it would be just and equitable for LSH to bear having regard to LSH's responsibility for it and

on the basis that all other advisers, service providers and/or suppliers shall be deemed to have paid such proportion of the relevant loss or damage suffered by the Client which is just and equitable for them to have paid having regard to the extent of their respective responsibilities.

- v) The LSH Report is provided solely for the purpose of the Service and to the Client. Should the Client disclose any part of the LSH Report the Client shall notify such third party in advance of the disclosure and in writing that LSH does not owe a duty of care to such third party. The Client shall indemnify LSH and hold LSH harmless against all liabilities, costs, expenses, damages and losses suffered or incurred by LSH arising out of or in connection with such disclosure by the Client.
- vi) All risks and/or liabilities in relation to toxic mould, deleterious materials, contamination, radon gas, HAC or calcium chloride shall remain with the Client and the Client shall take such steps as it deems necessary to insure against or otherwise address such risks and liabilities.
- vii) LSH is not qualified to and will not provide any advice or services in connection with asbestos. The Client acknowledges that all risks relating to asbestos howsoever arising remain with the Client who shall take such steps as it deems necessary to address such risks. If appropriate the Client will arrange for the appointment by the Client of specialist asbestos consultants.
- viii) LSH will not advise on capital allowances in performance of the Services and will not be liable for any liability, losses, damages, penalties, fines, costs and expenses suffered or incurred by the Client or any other Third Party in respect of capital allowances. Insofar as LSH are liable for any capital allowances incurred as a result of the performance of the Services the indemnity set out in Condition 8 shall apply.

10 TERMINATION OF INSTRUCTIONS

- i) The instruction from the Client to LSH may be terminated by the Client by giving not less than 30 days' notice in writing to LSH whereupon LSH shall be entitled to charge (at LSH's option):
 - (a) A fair and reasonable proportion of the full Fee which would have been payable if the work had been carried through to a conclusion and as if LSH had become entitled to payment in accordance with Conditions 5 and 6; or
 - (b) A reasonable sum for all the work undertaken up to and including the date of termination based on quantum meruit; or
 - (c) The Fee as LSH are entitled to under Conditions 5 and 6 to include in each case any expenses already incurred (each a "Contracted Fee").
- ii) The instruction from the Client to LSH may be terminated by LSH on the following terms by giving not less than 30 days' notice in writing:
 - (a) If, as a result of circumstances outside the reasonable control of either party, it becomes unfeasible to perform the Services within a reasonable period. In these circumstances the Client shall pay to LSH all Fees by way of the Contracted Fee, or a fee for all work which has been done up to and including the date of termination on a quantum meruit basis where early termination of this Agreement deprives LSH of entitlement (or the opportunity to become entitled) to a Contracted Fee; or
 - (b) If the Client has made it impossible to complete the instruction within a reasonable period or has not made payment by the due date of any sum payable by the Client to LSH. In these circumstances the Client shall pay to LSH the full Fee which would have been charged if the work had been carried through to a conclusion (plus any expenses already incurred).
- iii) Any outstanding Fees due to LSH shall be paid in full by the Client on or before the expiry of the notice period for termination of instructions. For the avoidance of doubt in the event of termination of instructions, whether by LSH or by the Client, LSH shall not be liable to repay the Client any Fees previously paid by the Client to LSH.
- iv) Where any Fees are to be charged on a quantum meruit basis such Fees shall be calculated by reference to LSH's hourly charges from time to time, details of which are available from LSH on request.
- v) Notwithstanding the provisions of Conditions 10 i) and ii) above, LSH shall be entitled to terminate an instruction from a client without notice if required to do so for statutory or regulatory reasons.

11 REGULATION AND COMPLAINTS

- i) LSH is regulated by RICS for the provision of surveying services. This means we agree to uphold the RICS Rules of Conduct for Firms and all other applicable mandatory professional practice requirements of RICS, which can be found at www.rics.org. As an RICS regulated firm we have committed to cooperating with RICS in ensuring compliance with its standards. The firm's nominated RICS Responsible Principal is Massimo Marcovecchio, Chief Operating Officer, 55 Wells Street, London, W1T 3PT or email mmarcovecchio@lsh.co.uk
- ii) LSH aims to carry out any instructions received from the Client in an efficient and professional manner. LSH, therefore, hopes that the Client will not find cause for complaint but recognises that in an isolated circumstance there may

be complaints. These should be addressed initially to the Head of the LSH office dealing with the instruction.

- iii) LSH adopts the complaints handling procedures that are required by the RICS, a copy of our Complaints Handling Procedure may be obtained from our National Head of Standards and Practice, 55 Wells Street, London, W1T 3PT or email NHSP@lsh.co.uk.

12 ASSIGNATION

- i) LSH may assign the Agreement without the consent of the Client.
- ii) The Client shall not be entitled to assign this Agreement without the prior written consent of LSH.

13 DATA PROTECTION

- i) We collect and process your personal information. All information will be processed in accordance with the applicable Data Protection Laws.
- ii) Full details of how we process your information can be found on our website <http://www.lsh.co.uk/privacy-policy>. Printed copies of our privacy notice are available on request.
- iii) You may change your communication preferences or withdraw from any further communications from us by contacting us at privacy@lsh.co.uk
- iv) Where we receive personal data from any prospective purchaser or tenant of the Property, we shall only use that data for the purposes of your instructions and shall comply with Data Protection Laws. The Client warrants that where it or its appointed third parties or advisors provide such data to LSH, it has or shall procure that all necessary notices and consents are in place to enable the lawful transfer to LSH in accordance with Data Protection Laws.

14 MONEY LAUNDERING REGULATIONS

i) Client Identification

As with other professional service firms, LSH is under stringent requirements to identify its clients for the purposes of the anti-money laundering legislation. LSH is likely to request from you, and retain, some information and documentation for these purposes and/or to make searches of appropriate databases. If satisfactory evidence of your identity is not provided within a reasonable time, there may be circumstances in which LSH is not able to proceed with the required services.

iii) Money laundering reporting

- a) Much of LSH's work falls into the regulated sector under the Proceeds of Crime Act and Sanctions and Anti-Money Laundering Act 2018 and, as such, we are required to report all knowledge or suspicion (or reasonable grounds for knowledge or suspicion) that a criminal offence giving rise to any direct or indirect benefit from criminal conduct has been committed. Failure to report such knowledge or suspicion would be a criminal offence. This duty to report exists regardless of whether the suspected offence has been, or is about to be, committed by a client or by a third party.
- b) If as part of our normal work LSH obtain knowledge or suspicion (or reasonable grounds for knowledge or suspicion) that such offences have been committed we are required to make a report to the National Crime Agency or OFSI. It is not our practice to discuss the existence or otherwise of any reports with you or with anyone else, because of the restrictions imposed on us by the tipping off provisions of the anti-money laundering legislation.
- c) LSH shall not be liable for any liabilities of the Client or third parties arising out of its regulatory obligations to report.

15 ETHICS

- i) Each party shall:
 - (a) Comply with all applicable law relating to anti-bribery, anti-facilitation of tax evasion and anti-slavery including without limitation the Bribery Act 2010, the Criminal Finances Act 2017 and the Modern Slavery Act 2015 ("Relevant Requirements");
 - (b) Have and maintain in place throughout the term of this Agreement its own policies and procedures, including without limitation adequate prevention procedures under the Bribery Act 2010 and reasonable prevention procedures under the Criminal Finances Act 2017 to ensure compliance with the Relevant Requirements, and enforce them where appropriate; and
 - (c) Promptly report to the other party any: (i) breach, or potential breach, of the Relevant Requirements (ii) actual or suspected slavery or human trafficking in a supply chain which has any connection with this Agreement, or (iii) request or demand for any undue or suspicious financial or other advantage of any kind received by it in connection with the performance of its obligations under this Agreement, or (ii) request or demand from a third party to facilitate the evasion of tax within the meaning of Part 3 of the Criminal Finance Act 2017 in connection with the performance of the complying Party's obligations under this Agreement.

16 GOVERNING LAW AND JURISDICTION

The Terms, and the Agreement of which they form part, shall be governed by and construed in all respects in accordance with Scots Law and the parties irrevocably and unconditionally submit to the exclusive jurisdiction of the Scottish Courts in relation to any dispute or proceedings arising out of, or in connection with, the Terms or any such Agreement but without prejudice to LSH's right to take proceedings in any other jurisdiction in order to enforce payment of any sums owed to LSH.

February 2022



33 Bothwell Street
Glasgow
G2 6NL
0141 226 6777
Our national network
lsh.co.uk/offices

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Details of Lambert Smith Hampton can be viewed on our website www.lsh.co.uk

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Structural Appraisal Report Longcroft Cottages, Renfrew

Prepared for

Renfrew Development Trust


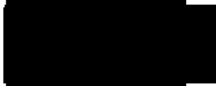
JUNE 2025

Rev. 00

CAVEAT

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DOCUMENT ORIGIN

Revision	Date	Description		Name	Signature
00	07.06.25	Initial Issue	Prepared	RT	
			Checked	RT	
			Approved		

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1.0 INTRODUCTION AND BRIEF

AMT Structural Design were instructed by Renfrew Development Trust to carry out a structural appraisal report property located at Longcroft Cottages, 2 Longcroft Dr, Renfrew PA4 8NF. The survey was undertaken on 2nd June 2025.

The Client has recently purchased the property from Renfrewshire Council via a Community Asset Transfer and has requested a structural survey as well as building condition survey as a first stage to allow redevelopment of the structure. The building has suffered from fire damage which was caused approximately 2 years ago.

No opening up or other disruptive investigations were made unless expressly noted within the text of the report.

The report is prepared specifically for the Client and his representatives in connection with his proposals. It is not for transmission in whole or in part to any third party and we bear no obligation to any such third party for its content without our express permission. Such permission will not be unreasonably withheld.

2.0 INSPECTION

The property was visited on 2nd June 2025 by Ross Taylor when access was granted to the building interior by the Client.

None of the fabric of the building was opened up and we have not inspected woodwork or other parts of the structure, which were covered, unexposed or otherwise inaccessible. We are therefore unable to report that any such part of the property is free from defect.

No disruptive investigations took place therefore any defects noted in subsequent paragraphs were clearly visible.

Rot and infestation of timber components did not form part of the survey brief on this occasion.

Externally all elevations of the property were viewed from ground level only.

Photographs taken during the inspection are attached in Appendix A.

3.0 GROUND AND MINERAL SUPPORT

No investigations were carried out in respect of ground conditions or mineral support as part of the survey. A nearby historic borehole in Robertson Park to the South-East of the structure describes the underlying ground profile as top soil over sands and gravels over stiff boulder clay to mudstone. A copy of which is contained in Appendix B.

Similarly, no investigations into existing foundations were carried out at the time of our inspection.

4.0 DESCRIPTION / CONSTRUCTION

The property is believed to have been built in the late 1980s / early 1990s and has been closed since 2019. The building comprises a detached traditional masonry structure with render finish to external walls generally and base course comprising facing brick. It is unknown if cavity wall insulation has been installed in the past to perimeter walls.

The roof structure comprises timber trusses which span between external and internal brickwork walls with concrete roof tiles on to sarking boards fixed to the rafters.

The internal partitions generally comprise non-loadbearing timber partitions with plasterboard finish with the exception of the walls in the lounge area which are loadbearing masonry brickwork and support the roof truss structure above.

The ground floor structure comprises a mixture of concrete floor slab and timber joists supported on underbuild masonry walls below and on to foundations. Foundation investigation was not undertaken during the survey and we are not able to comment on foundation type.

5.0 STRUCTURAL CONDITION

The building has suffered from fire damage and vandalism since closure however access was made available throughout the property. Floor plans are contained in Appendix C which indicate locations of the building observed in the references below.

Internal - Area 1

There is extensive evidence of vandalism including graffiti and damage to the internal timber non-loadbearing partitions and plasterboard ceilings. The Client advised that some of the debris had been removed prior to inspection. The internal finishes on the perimeter walls were plastered over the brickwork masonry of which areas exposed appeared to be in a reasonable condition.

Windows are generally missing and sheeted over with steel plate.

No fire damage was evident in this area.

Internal - Area 2

Fire damage has occurred in the lounge area which has charred some of the timber trusses. Other truss members have evidence of smoke damage. The majority of the plasterboard ceiling which is missing has been removed from the building.

The internal finishes on the perimeter walls were plastered over the brickwork masonry of which areas exposed appeared to be in a reasonable condition.

Windows are generally missing and sheeted over with steel plate.

In the bedrooms, there was evidence of vandalism to internal partitions and ceiling.

Internal - Area 3

There is extensive evidence of vandalism including graffiti and damage to the internal timber non-loadbearing partitions and plasterboard ceilings. The internal finishes on the perimeter walls were plastered over the brickwork masonry of which areas exposed appeared to be in a reasonable condition.

Windows are generally missing and sheeted over with steel plate.

No fire damage was evident in this area.

External areas

The external areas of the building appeared to be in a reasonable condition with some minor misaligned or cracked roof tiles in areas and some minor cracking to the render finish. The roof covering does have significant moss growth build up in areas throughout.

6.0 PROPOSALS

AMT understands that the Client wishes to undertake the following works to the building;

- Create a new workshop in Area 1 with woodwork machines installed on ground floor slab.
- Create new opening in gable elevation of Area 1.
- Create raised tie roof above Area 1 and install PV panels and roof light windows
- Remove internal partitions in Area 1
- Make alterations to internal partitions in Areas 2 and 3.
- Move WC to new locations within instructions.

7.0 CONCLUSIONS

The roof truss over the lounge has been significantly affected by fire and it is unknown the full extent of the fire damaged timber within the members. The truss members in the lounge also show signs of smoke damage and it is unknown how affected the structural integrity of the members are because of the fire.

The internal partitions to the structure which have damage from vandalism are to be removed in Area 1 entirely. In Area 2, it is recommended that alteration works to the partitions include new head and base fixings to the ground floor slab and ceiling tie above with plasterboard / sheathing board to be replaced.

The brickwork walls appear to be in a reasonable condition, and these would be suitable to remain. The windows and doors for the property would all require replacement as many are missing.

Moss is to be cleaned from the roof and misaligned tiles are to be reset and fixed into position. Cracked roofing tiles are to be replaced with new like for like. There is some missing fascia board on the gable which is to be repaired and replaced.

There was no other noticeable defects observed during the survey investigation.

8.0 RECOMMENDATIONS FOR FUTURE PROPOSALS

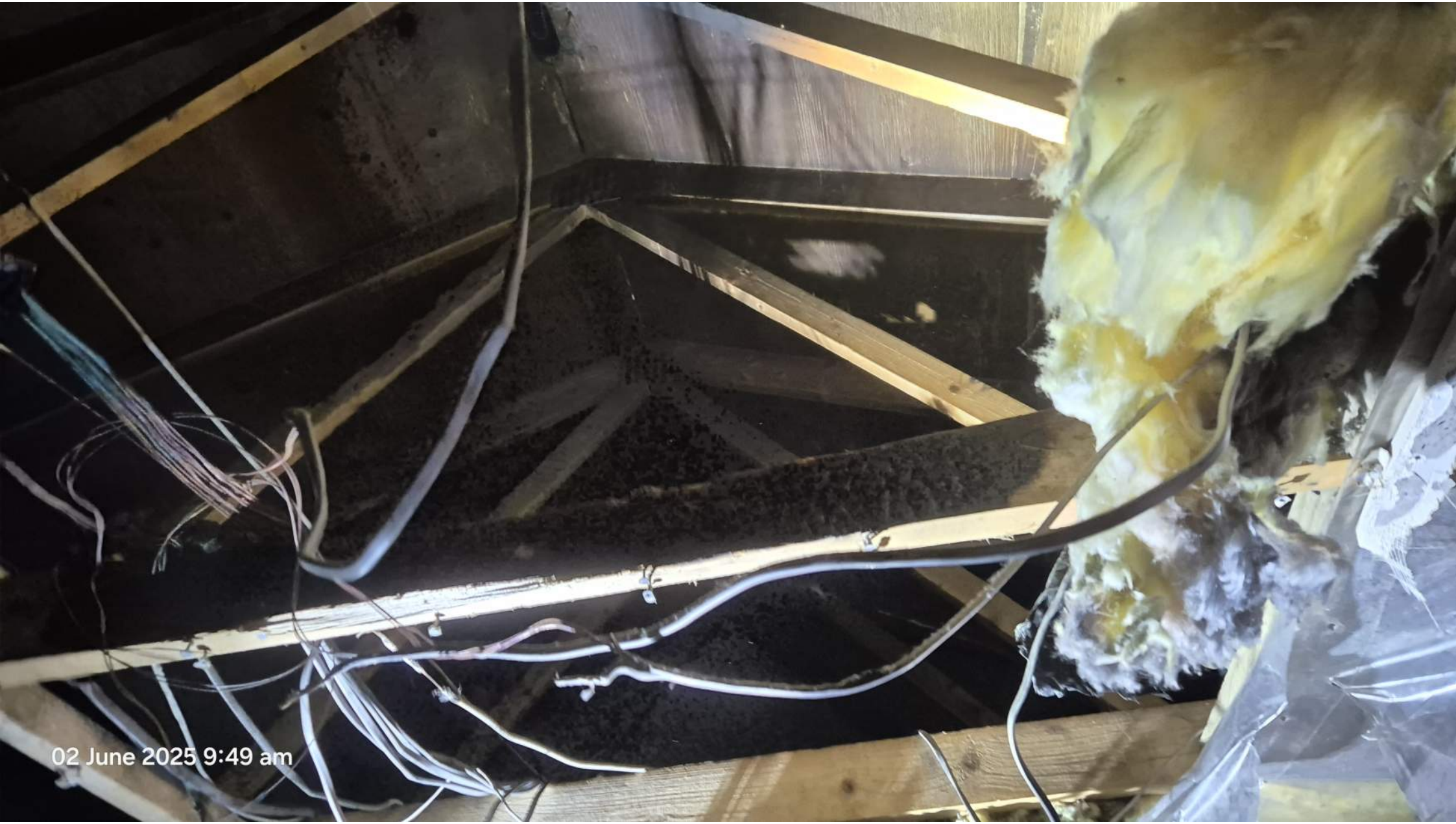
The following recommendations are made to facilitate the Clients future proposals;

- Replace roof truss over Area 2 as extent of fire damage is unknown.
 - Check existing roof truss in Area 1 for new PV loading, roof lights and raised tie truss profile. It may be that the roof truss needs to be strengthened or fully replaced depending on structural analysis and costs. All new connections will require to be fully designed.
 - Keep timber roof truss in Area 3 and check existing truss profile for new PV loading. New non-loadbearing partitions are to be fixed to base ground floor slab and head to ceiling tie above.
 - Removal of existing non-loadbearing partitions in Area 1 may have reliance on structural stability of building. Leaving short timber shear walls to provide racking resistance to external envelope may help with this however would be subject to design.
 - New opening in Area 1 gable to comprise concrete and / or steel lintels to facilitate desired width and specification by Client. Gable wall to be checked for stability to facilitate opening.
 - Area 1 ground floor slab to be cored to determine thickness and to check whether acceptable for woodworking machine loading via design analysis.
-



9.0 APPENDIX A – PHOTOGRAPHS





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LONGCROFT DRIVE

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10.0 APPENDIX B – GROUND CONDITIONS



BOREHOLE RECORD SHEET

LOCATION RELIFREW DATE COMMENCED 6.4.79
 BDB No. 200/WS BOREHOLE No. 1 DATE COMPLETED 12.4.79
 SURFACE LEVEL _____ DIAMETER 150mm AIR/WATER OBSERVATIONS _____
Groundwater encountered at 37.60m. No Loss of air.

DESCRIPTION	Log	Thickness (Metres)	Depth (Metres)	Level	Perc Core (%)	Dry Solid	Moisture Content (%)	Grain Size (mm)	Grain Size (mm)	Grain Size (mm)
TOP OF L		0.40	0.40							
SAND and GRAVEL		24.60	25.00							
Stiff, medium BOULDER CLAY		12.60	37.60							
Grey black MUDSTONE		3.80	41.40		40	30	0.08	0.28		
Grey black MUDSTONE, with Ironstone bands		4.30	47.50		62	30	0.19	0.21		
Greyish white, medium to fine grained SANDSTONE		2.70	48.40		100	95	0.28	0.28		
Grey black MUDSTONE		1.10	49.50		Nil					
MUDSTONE		6.50	56.00							
										OPEN HOLE

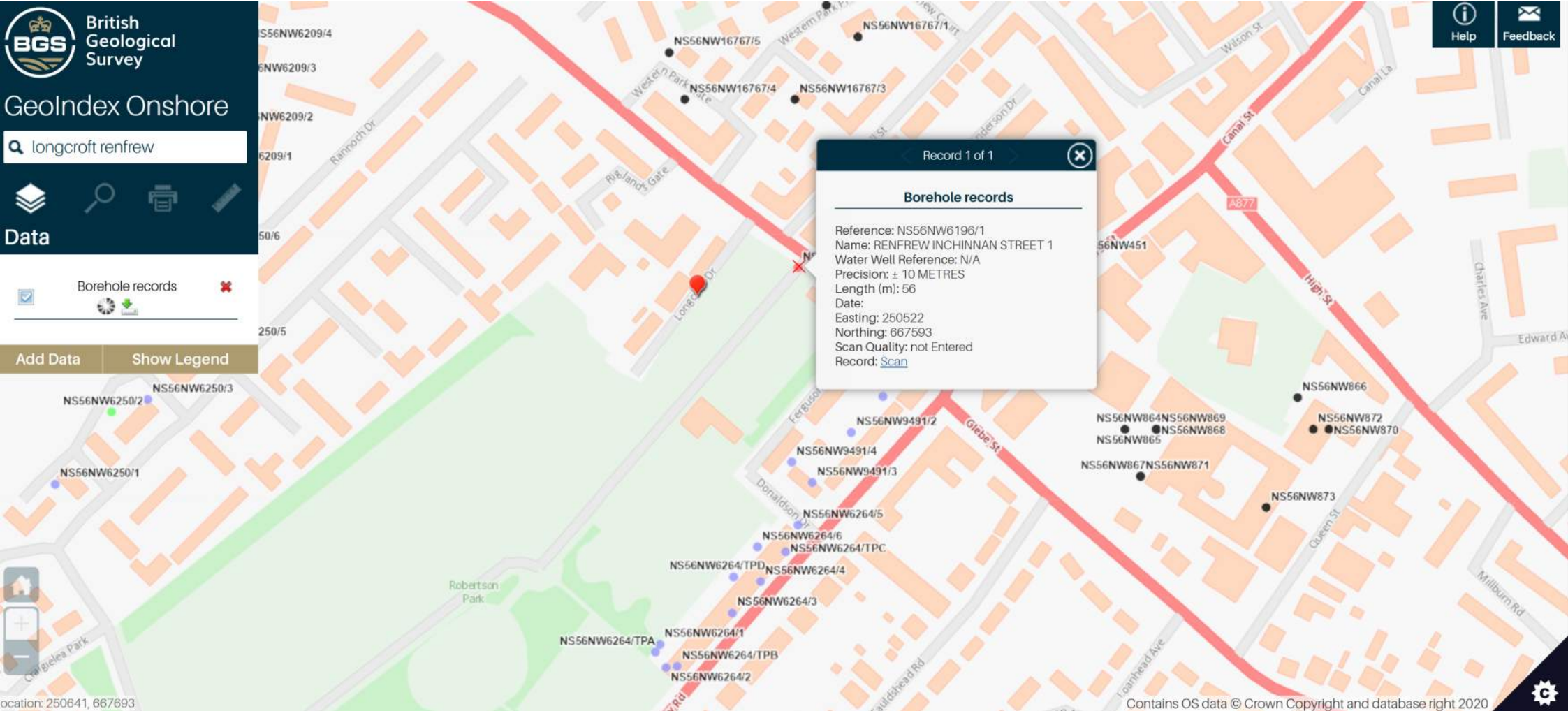
NOTE: Drillers Description; bag sample of chert taken from 49.50 to 53.00 and 53.00 to 56.00m

Data
 Borehole records

Record 1 of 1

Borehole records

Reference: NS56NW6196/1
 Name: RENFREW INCHINNAN STREET 1
 Water Well Reference: N/A
 Precision: ± 10 METRES
 Length (m): 56
 Date:
 Easting: 250522
 Northing: 667593
 Scan Quality: not Entered
 Record: [Scan](#)



Location: 250641, 667693

Contains OS data © Crown Copyright and database right 2020







11.0 APPENDIX C – FLOOR PLAN OVERMARK

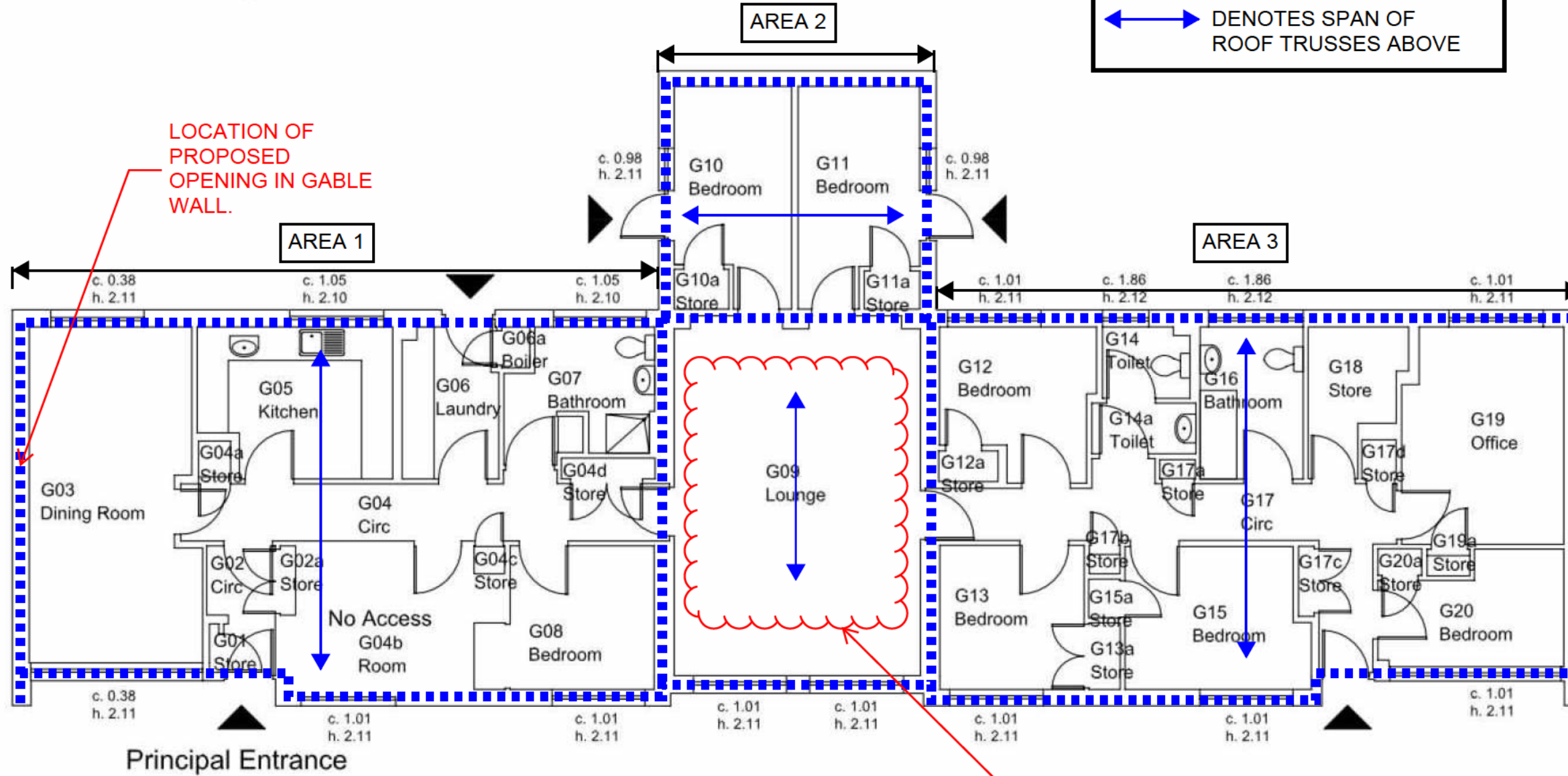
ASSET NUMBER 123081511
 ASSET NAME No. 1/2 Lodge House Robertson Park
 TOTAL GROSS INTERNAL AREA 220.85sqm
 TOTAL GROSS EXTERNAL AREA 247.56sqm

NOTE

No access to room No G04b. Notional layout indicated. To be surveyed at a later date.

KEY

-  DENTOES BRICKWORK LOADBEARING WALLS.
-  DENOTES SPAN OF ROOF TRUSSES ABOVE



GROUND FLOOR PLAN

Rev	Description

Notes:

RENFREWSHIRE COUNCIL
 DEVELOPMENT & HOUSING SERVICES
 RENFREWSHIRE HOUSE
 COTTON STREET
 PAISLEY PA1 1JD

Tel: 0300 300 0300
 email: hps@renfrewshire.gov.uk

Renfrewshire Council

DIRECTOR Mary Crean
 HEAD OF PROPERTY SERVICES Joe Lynch

Asset Name
 No. 1/2 Lodge House Robertson Park
 Longcroft Drive
 Renfrew

Drawing Title
 Ground Floor Plan

Date Mar '13	Scale 1:100	Sheet Size A3
Site UPRN 123081511	Drawing number 01	