Community Asset Transfer Application Form

The Community Empowerment (Scotland) Act 2015 enables community organisations to request the ownership, lease or management of publicly owned buildings or land, whether or not these are available for sale or deemed surplus to requirements.

Stage 2: Full Application

This is an Asset Transfer Request in terms of Section 5 of the Community Empowerment (Scotland) Act 2015.

Before completing this application please ensure you have read:

- **Scottish Government Guidance for Community Bodies; and**
- **Fife Council Guidance for Community Bodies**

About the Property

Property Name and Address (see section 5 in the Guidance Notes)

Largo Cricket Club, East Drive, Upper Largo, FIFE KY8 6EZ
The club is a registered charity: SCIO SC054946

A map showing the area the club is applying to buy is provided as a supporting document. This shows the area of land that the club currently leases from Fife Council.

Site reference number 000713. According to the Fife Council Land Terrier website, the title deed numbers for the land are:

- CO420300102
- CO420300105

The asset is the cricket ground, pavilion and associated land at East Drive, Upper Largo. Largo Cricket Club is requesting ownership of the defined area shown on the accompanying site plan. Following discussion with Fife Council, we have not obtained an independent valuation. Fife Council has indicated it will undertake a valuation. The application should be read alongside the title information and plan identifying the precise extent of the land covered by the transfer request. There are also other supporting items provided as requested.

Please provide details of the purchase price proposed for the asset by the applicant. It is expected that the applicant will have obtained an independent valuation of the asset. Please provide the estimated value and the source of this valuation - including submission of the valuation document - and how this relates to the proposed purchase price.
Largo Cricket Club proposes a purchase price of £14,000, subject to Fife Council's formal valuation. This reflects a 30% discount from an indicative market value of £20,000, which sits within the anticipated range of £8,000 to £25,000 for the Council-owned portion. The proposed value takes account of the £10,000 transfer of Newburgh Football Club's ground in 2021, the site's restricted sporting use, limited income-generating capacity and maintenance liabilities, and the current annual rent of £1,000 under a lease running to 2041. The club recognises that sports grounds are niche assets with limited comparable evidence and will review the proposed price when the Council's valuation is available.

Section A – About the Proposal

(see Section A in the Scoring Matrix)

Please provide a brief outline of your proposed initiative (maximum 500 words - see section 2 in the Guidance Notes).
Largo Cricket Club is seeking ownership of the cricket ground at East Drive, Upper Largo, to secure its future and redevelop it as a more inclusive and sustainable community asset. Established in 1983, the club laid the square at East Drive in 1985 and played its first match there in summer 1986. It has therefore managed the ground and put down roots in the community for 40 years, delivering junior and adult cricket, community engagement and informal recreational use. However, the outdated pavilion limits participation, accessibility and wider use. The proposal is to replace it with a modern pavilion providing improved changing facilities, accessible toilets, storage, indoor seating and flexible space for community activities. Two rounds of engagement demonstrate the need for investment. The 2025 consultation established strong support for the asset transfer and improved facilities. A further survey in June 2026 received 85 responses, with 84 respondents supporting the pavilion proposal. Fifty-seven respondents were local residents not involved in cricket and 72 said the pavilion would increase their use of the site. The facilities most frequently prioritised were accessible toilets, kitchen facilities, indoor seating and flexible meeting or community space. The development will support school-linked coaching, inclusive cricket, community meetings, small events and activities for groups including families, older people and people with additional needs. It will also provide suitable facilities for women and girls and enable the club to expand junior participation. The club projects at least 208 hours of structured community use each year, alongside growth in cricket participation and informal use of the ground. Ownership is necessary because the scale of capital investment required cannot realistically be secured under the current lease. The pavilion is expected to cost between £200,000 and £250,000, funded through charitable trusts, grants, sponsorship and community fundraising. The A M Pilkington Trust has made a significant in-principle commitment, subject to progress with the asset transfer and detailed plans. The five-year financial forecast indicates that operating income can meet running costs and generate a modest surplus for maintenance and reserves. The proposal will therefore transform an established but constrained sports ground into a more accessible, better used and financially sustainable community asset, while transferring responsibility for its management and future investment from Fife Council to a local SCIO.

A1.	Please describe the aims and objectives of your proposal.

	Largo Cricket Club (LCC) (SCIO SC054946) is seeking to acquire ownership of the cricket ground at East Drive, Upper Largo, from Fife Council in order to secure the long-term future of the club and significantly expand its contribution to the local community. The club was established in its current form in 1983. After initially playing home fixtures at Silverburn Park and Waid Academy, as well as away matches, it laid the square at East Drive in 1985 and played its first match there in summer 1986. The club has managed the ground and leased it from Fife Council since that period. Its ability to grow, invest and respond to identified community needs is constrained by the current lease arrangement. Ownership will provide the stability and control required to plan and deliver long-term improvements. The proposal has six core objectives: • To secure the long-term future of cricket and community activity at East Drive • To replace the existing pavilion with a modern, accessible facility which meets current standards • To increase participation in sport, particularly among young people and groups currently under-represented in cricket • To provide a flexible indoor space for community use, addressing a recognised gap locally • To improve accessibility, ensuring the site can be used by people with limited mobility and additional needs • To establish a sustainable financial model which supports ongoing operation and maintenance without reliance on public subsidy These objectives reflect both the club's charitable purposes and the priorities identified through community consultation.
A2.	Please describe the service and community benefit that you propose to deliver.

	At present, the club delivers regular adult and junior cricket activity, including its Largo Lions junior pathway. While this provision is valued, it is constrained by the condition and limitations of the existing pavilion. The proposed development will enable a step change in both scale and type of activity. This will be line with the needs identified through our community consultation and engagement with relevant partner bodies. Specifically, the project will help meet the needs of the Local Area Plan, Fife Council and Cricket Scotland by: • Expanding junior coaching programmes, increasing capacity of sessions • Introducing inclusive cricket activity, including sessions designed for people with additional needs • Providing a year-round indoor space which can be used by community groups, reducing reliance on external venues • Enabling small-scale events, meetings and social activity, supporting wider community cohesion • Increasing the attractiveness of the site as a shared local asset, not solely a sports ground

	The June 2026 survey also identified credible potential users for the new space. Respondents referred to the Largo Friendship Group, playgroups and parent-and-toddler activity, Largo Communities Together, the Largo and Newburn Horticultural Society, Fife Athletic Club, a sewing group, a sailing club and activities such as yoga, Pilates, running, table tennis, coaching, small gatherings and local events. These expressions of interest provide a practical starting point for developing a programme of community use and converting general support into bookings and partnerships. The addition of a flexible, accessible community space is particularly important in the Largo area, where there is limited provision of this kind. The proposal is therefore not simply about improving sports facilities, but about creating a wider community resource with multiple uses and beneficiaries.
A3.	What is the demand/need for the services you will provide and how does acquiring the asset enhance your proposals?

	The proposal is grounded in clear and robust evidence of demand, gathered through two stages of community consultation. The initial 2025 engagement established broad support for the club acquiring the ground and improving the facilities. Following feedback at Stage 1 of the CAT process, the club carried out a further survey in June 2026 to test the proposed pavilion in more detail, identify the facilities people valued most and understand how the wider community would use the site. The June 2026 survey received 85 responses. Support for the pavilion proposal was near-unanimous, with 84 respondents saying it was the right approach for the site and one answering "not sure". The findings also demonstrated likely additional use: 72 respondents said the pavilion would make them use the site more often, including 42 who said it would do so significantly. Respondents anticipated regular use, with many expecting to visit weekly or monthly rather than only for occasional cricket fixtures. The facilities people prioritised were practical and consistent with the proposed design. Accessible toilets were selected by 53 respondents, kitchen or tea and coffee facilities by 44, indoor seating by 43 and flexible meeting or community space by 40. Outdoor seating, changing facilities and step-free access were also recurring priorities. These findings show that the pavilion proposal is responding to clearly expressed needs for basic amenities, shelter, accessibility and adaptable community space. A comprehensive consultation undertaken during 2025 engaged residents across Upper Largo, Lower Largo, Lundin Links and the wider East Neuk. This included a combination of surveys (111 respondents), community events (Big Picnic), direct engagement (Largo Communities Together; Largo Area Community Council) and local promotion (Largo Links newsletter; Fife Today). Key findings from the consultation include: • 90.1 per cent support for the club acquiring the ground • 66.7 per cent stating that the club already delivers significant community benefit • 67.6 per cent identifying a need for improved facilities • 52.3 per cent supporting wider community use of the pavilion • 34.2 per cent identifying accessibility improvements as a priority The June 2026 responses demonstrate that the project is not simply an improvement for existing cricket players. Of the 85 respondents, 57 were local residents not involved in cricket. Others included parents and families of junior players, informal users of the ground, people involved in community organisations and current or former club members. Respondents ranged from under 18 to over 75, providing evidence of interest across generations. A clear majority gave a KY8 postcode, showing that the findings are rooted in the communities closest to the asset. Taken together, this evidence shows both:

	• Strong existing use and support • A clear unmet demand for improved facilities and broader community access Ownership of the site is a prerequisite for meeting this demand, as the required level of capital investment is not achievable under the current lease.
A4.	If your project or service is already being delivered explain what additional activity you will provide if you acquire this building.

	The club is already operating at the limits of its existing facilities. The proposed development will unlock significant additional activity. This includes: • Increasing junior membership from 35 in 2025 to 50 by 2028 • Expanding female participation from 17 per cent to 30 per cent over the same period • Delivering at least 208 hours of structured community use annually through pavilion hire • Increasing total site usage from 939.5 hours to 1,147.5 hours per year This growth is underpinned by active local school partnerships. The club works with Lundin Mill Primary School to introduce cricket to all pupils and support participation pathways. It is also developing its partnership with Waid Academy through the Fife Active Schools Waid Cluster and has offered East Drive as the home ground for the academy's fledgling mixed team of boys and girls. Together, these relationships create a pathway spanning primary and secondary education. The club is also planning to launch 'walking cricket' for older or less mobile members of our community. The additional activity is therefore not speculative. It builds directly on current programmes and clearly identified demand.
A5.	Please provide details of your experience in delivering the services to be offered.
	LCC has been delivering cricket and community activity since 1983 and has demonstrated long-term resilience and adaptability. The club has: • Established and maintained a recognised junior development pathway. Our Largo Lions teams have regular matches for boys and girls at softball, U12/U14/U16 as well as competing in Scottish and ECB cup competitions. The club's junior programme has seen several cricketers secure regional and national recognition. For instance, Scotland's record men's wicket-taker, Safyaan Sharif, began his career as a Largo junior • Sustained adult participation and competition activity. We currently field two 11s every week in divisions one and three of the Strathmore and Perthshire Cricket Union (SPCU) • Managed and maintained the playing surface, outfield and existing facilities at East Drive since the square was laid in 1985, with the first match played there in summer 1986 • Delivered community engagement through events and outreach, such as at the annual Big Picnic in Lundin Links, our annual family BBQ and end-of-season sixes tournament This year, the club has strengthened its organisational capacity through transition to Scottish Charitable Incorporated Organisation (SCIO) status (SC054946). This has brought: • Stronger governance and accountability • Improved financial management • Greater access to external funding

	This combination of experience and organisational development provides a solid foundation for taking on ownership of the asset.
A6.	Are there similar projects or services available in the area?

	There is limited comparable provision in the immediate area combining: • Accessible sports facilities • Community-led management • Flexible, accessible indoor space for wider use The June 2026 survey indicates that the pavilion would complement rather than unnecessarily duplicate existing halls and sports venues. Respondents named facilities including the Simpson Institute, Montrave Hall, Durham Hall, Lundin Sports Club, local churches and libraries, but most described the proposed pavilion as an additional option alongside existing venues or as something new they did not currently use elsewhere. Its combination of an accessible indoor room, sports changing facilities, outdoor space and a setting at the cricket ground gives it a distinct role within the local network of community facilities. The proposal therefore responds to both a geographical and functional gap in provision.

Section B – Wider Support & Wider Public Support

(see Section B in the Scoring Matrix)

Community Consultation (see section 3 in the Guidance Notes) – The Community Empowerment Act requires that the local community be consulted before an asset transfer application is submitted.

B1.	Please demonstrate there is sufficient support from the local community. You may want to check with the Area Community Development Team about to how to engage and consult with a wide range of the community including 'hard to reach' groups.
	Largo Cricket Club has undertaken two complementary stages of consultation. The first, during 2025, tested support for the asset transfer and the broad ambition to improve the ground. Following advice received during the CAT process, the club carried out a further community survey in June 2026 focused specifically on the proposed pavilion, the barriers that currently limit use, the facilities people considered most important and the ways residents and groups might use the new space. The follow-up survey received 85 responses from a broad age range and from existing users, families, local groups and residents with no involvement in cricket. Engagement was carried out through a combination of online surveys, printed materials distributed locally door-to-door (to every home in Upper Largo), posters in community venues, attendance at events such as the Big Picnic and direct discussions with local groups. This ensured that the consultation was not limited to the club's immediate network and reached a broader cross-section of residents.

	In the June 2025 consultation, a total of 111 responses were received from across Upper Largo, Lower Largo, Lundin Links and surrounding areas. The results demonstrated very strong support for both the club and the proposed development. In particular, respondents identified the need for improved facilities, greater accessibility and more opportunities for the pavilion to be used by the wider community. The consultation also highlighted that the site is already valued as an open and accessible space used by families, spectators and people using the area for informal recreation. This is important in understanding the role of the ground as a community asset rather than a single-use sports facility. The findings from the two consultations have directly reinforced and refined the project brief. They confirm that accessible toilets, indoor shelter and seating, kitchen facilities and flexible community space should remain central to the pavilion design. They also identify additional considerations for the next design stage, including step-free circulation, baby-changing provision, suitable changing facilities for women and girls, outdoor seating, signage and safe use by children and people with additional needs. The club will continue to test these details with prospective users as the design and operating plan develop. The club assessed the reach of both consultations against the population of the communities most directly served by the ground. The consultation report (provided separately) sets out the number of households and residents reached, the response rate achieved and the steps taken to include people who were not club members or regular users. This provides a transparent basis for judging the breadth of support rather than relying only on the total number of responses.

B2.	Have other stakeholders (e,g. community council, local councillors) been consulted about the proposals? Please provide evidence of any such consultation.
	Alongside community engagement, the club has taken steps to secure stakeholder support and ensure that the proposal is aligned with local priorities. This has included engagement with Jenny Gilruth MSP, who has provided written support for the proposal, and with local councillors from across political parties, all of whom have expressed support following discussions with the club. We have also consulted with Largo Area Community Council, Largo Communities Together and Cricket Scotland. We have received letters of support for our CAT proposal and new pavilion plan from these individuals and organisations. This level of engagement provides confidence that the proposal is understood, supported and consistent with wider community planning activity.

B3.	Please detail any partnership arrangements and state if these are required to deliver the project successfully.
	The proposal builds on confirmed relationships with Lundin Mill Primary School, Waid Academy through the Fife Active Schools Waid Cluster, the Largo Friendship Group, Cricket Scotland and the A M Pilkington Trust. These partners contribute different forms of support, including participation pathways across primary and secondary education, inclusive-use insight, governing-body guidance and potential capital funding. The club has offered East Drive for use by Waid Academy's fledgling mixed cricket team, giving the partnership a practical role in supporting local young people. The other groups and activity providers identified through the June 2026 survey are prospective users rather than confirmed delivery partners. The club will follow up with them to establish requirements, affordability, likely frequency of use and whether formal booking or partnership arrangements are appropriate.
B4.	Advice and support received (see section 4 in the Guidance Notes) – Provide details of any organisation, including the Council, you have approached to seek assistance in developing your project and application.
	LCC has engaged constructively with Fife Council officers throughout the CAT process and has followed the guidance provided in developing both its consultation approach and this application. Our CAT proposal has been reviewed by Fife Voluntary Action. We are grateful for their support and guidance. The club has also engaged with potential funders at an early stage to ensure that the proposal is realistic and aligned with funding criteria. The move to SCIO status has further strengthened the club's governance and credibility, supporting both the development of the project and its long-term sustainability.

Section C – Impacts / Benefits

(see Section C in the Scoring Matrix)

C1.	Demonstrate whether and (if applicable) how the proposal will promote or improve: Economic development ☑ Regeneration ☑ Public health ☑ Social well-being ☑ Environmental well-being ☑ Reduce inequalities ☑ Please tick which of the areas above have been considered as part of the proposal and provide more detail.

	Please provide more details about how you will promote or improve any of the areas ticked above. The proposal delivers a broad range of benefits across economic, social and environmental outcomes. In economic terms, the construction of a new pavilion will generate local activity and expenditure, while increased use of the site will bring additional footfall to the area. While modest in scale, this reflects the importance of small community facilities in supporting local economies. In terms of regeneration, the project represents a significant reinvestment in an established but under-developed community asset. The existing pavilion no longer meets current expectations, and its replacement will improve both the quality of the facility and the way it is perceived and used. The public health benefits are more direct. Increased participation in cricket, alongside more informal use of the site, will contribute to physical activity and wellbeing. The introduction of inclusive sessions and outreach through schools will further broaden participation. This responds directly to feedback received in our community consultation. Social wellbeing is a central aspect of the proposal. The new pavilion will provide a space where people can meet, take part in organised activity or simply spend time in a shared setting. This is particularly important in a rural and semi-rural context, where access to local facilities is often limited. The environmental benefit will depend on the final pavilion design and operating arrangements. The club will seek to reduce energy demand through an efficient building fabric, heating, lighting and controls, and will consider low-carbon technologies where these are technically and financially viable. The project will also encourage walking and cycling where practical, while recognising the access needs of older people, families and disabled users. Environmental performance and whole-life running costs will be considered during detailed design and procurement. Finally, the proposal contributes to reducing inequalities by improving accessibility and creating opportunities for participation among groups that are currently under-represented. We are also exploring appetite for ‘walking cricket’ among older or less mobile members of our community. **Financial Risk and Mitigation** The club has assessed the main financial and operational risks and developed mitigation measures.

Risk	Description	Impact	Mitigation
Build cost escalation	Costs exceed £200k–£250k	Funding gap or delay	Conservative estimates, phased delivery, multiple funders
Capital funding shortfall	Insufficient capital raised	Delay or reduced scope	Diverse funding approach, early engagement
Income underperformance	Lower than expected income	Reduced surplus	Conservative forecasts, diversified income
Lower utilisation	Pavilion hire below projections	Income gap	Active promotion and partnerships
Cost inflation	Rising operating costs	Reduced surplus	Built-in financial buffer
Volunteer capacity	Reduced availability	Pressure on delivery	Strong existing volunteer trustee and club membership base, phased growth
Maintenance costs	Unexpected repairs	Use of reserves	Growing reserves and planned maintenance

The presence of an annual surplus and existing reserves of £8,828 provides additional resilience

C2.	Please demonstrate how you will take into account the different needs of the community, including addressing inequalities e.g. health inequalities, accessibility of building.
	Provide specific outcomes, financial outcomes including practical, physical and financial restrictions/barriers to accessing the services. How will the organisation address any restrictions/barriers to ensure the services are as accessible as possible to all sections of the community? Accessibility was one of the clearest themes in the June 2026 consultation. Respondents repeatedly identified poor access and the absence of suitable toilets as barriers to using the site. Accessible toilets were the most frequently selected pavilion feature, chosen by 53 of the 85 respondents. Sixty-one respondents said improved accessibility would enable them or someone they knew to use the site, while a further 19 were unsure. Comments also called for step-free access, baby-changing provision and facilities suitable for young adults and children with

	additional needs. The current pavilion therefore creates a practical barrier for a substantial part of the community rather than merely offering a lower standard of comfort. The new pavilion will address these barriers through step-free access, accessible toilets and changing facilities, safe and welcoming indoor seating and practical amenities for families and community users. The detailed design should also respond to consultation requests for baby-changing provision, suitable facilities for women and girls, improved outdoor seating and clear signage. These measures will enable wider use by older people, families, people with limited mobility and people with additional needs, while supporting more inclusive cricket and community programming. In addition, the club is taking active steps to address inequalities in participation, including work to increase female involvement in cricket and outreach through local schools. This reflects a wider commitment to ensuring that the benefits of the project are shared as widely as possible.
C3.	In relation to the services to be provided, how will that reduce public sector costs of providing the same or similar services?
	The proposal reduces pressure on the public sector by transferring responsibility for the asset to a community organisation that is both willing and able to manage it. The club will take on full responsibility for maintenance, operation and future investment. At the same time, it will leverage external funding to deliver improvements which would not otherwise be prioritised within public budgets. There are also longer-term benefits through the contribution to health and wellbeing, which aligns with preventative approaches to public service delivery. While these benefits are difficult to quantify precisely, they are well recognised in policy terms.

Section D – Organisational Viability

(see Section D in the Scoring Matrix)

D1.	Demonstrate any previous experience your organisation has in managing an asset, including awareness of relevant legislation.
	LCC laid the square at East Drive in 1985, played its first match there in summer 1986 and has managed and maintained the site for 40 years. This includes the playing surface, existing pavilion and day-to-day operation during the cricket season. As owner, the SCIO will continue to be responsible for property insurance, health and safety, fire safety, accessibility, food hygiene where refreshments are provided, safeguarding, data protection, licensing where applicable and compliance with planning, building standards and environmental health

	requirements. The trustees will maintain a compliance register, allocate named responsibilities and obtain specialist advice where required. This experience is practical rather than theoretical. The club has demonstrated its ability to maintain the ground to an appropriate standard, manage usage and deal with routine maintenance and operational issues. The proposed transfer therefore builds on an existing track record rather than introducing a new responsibility.
D2.	Describe any previous experience your organisation has in delivering the community benefit and provide examples as appropriate.
	The club already delivers a range of activities which have clear community benefit. The Largo Lions junior programme provides structured opportunities for children and young people, while adult cricket supports ongoing participation. In recent years, the club has increased its focus on outreach, including engagement with local schools and efforts to broaden participation. Alongside its work with Lundin Mill Primary School, the club is building a partnership with Waid Academy through the Fife Active Schools Waid Cluster. In 2026, LCC offered East Drive as the home ground for the academy's fledgling mixed team of boys and girls to play its matches. This demonstrates sustained engagement across both primary and secondary education, an understanding of community need and an ability to respond to it in practice.

D3.	Please state the names, skills and experience of the individuals who intend to take forward the proposal and subsequently manage the asset.
	The trustees bring relevant experience in business leadership, financial oversight, governance, communications, fundraising, education and project coordination. XXXXX will act as CAT project manager, coordinating the overall programme, funding activity, community consultation, stakeholder communications and project reporting. XXXX will lead on procurement and design coordination, drawing on his experience of running a successful local business. XXXX will lead on finance, financial controls and the development of booking and payment systems. XXXXX will lead on governance administration, safeguarding records, compliance monitoring and trustee reporting. All four trustees will remain collectively accountable for decisions and delivery, with responsibilities reviewed as the project progresses. Construction, valuation, legal and specialist property matters will be commissioned from appropriately qualified advisers rather than managed beyond the competence of volunteers.

	While the club operates on a volunteer basis, it recognises the need to draw on external expertise where appropriate, particularly in relation to construction and technical matters. The four trustees leading the project are: - XXXX, President, LCC and Director of successful local business Buckler Boots Ltd: procurement and design coordination - XXXX, Trustee and CAT project manager, LCC, Managing Director of leading housing PR agency See Media and Non-Executive Director of Homes for Good Scotland CIC: overall project coordination, funding, consultation, stakeholder communications and reporting - XXXX, Treasurer, LCC and retired IT executive at Barclays Bank: finance, financial controls and booking and payment systems - XXXX, Secretary, LCC and Lecturer and Course Leader at the University of Edinburgh: governance administration, safeguarding records, compliance monitoring and trustee reporting
D4.	Provide evidence of your governance and decision making processes in relation to the asset and delivery of the services including finance, book keeping, including room/hall bookings compliance and staff/volunteer training.
	As a SCIO, LCC operates under its constitution and asset lock, with strategic and financial decisions reserved to the trustees and recorded through formal minutes. The trustees will approve the annual budget, review management accounts and cash flow quarterly and require appropriate authorisation for expenditure and contracts. Written procedures will cover procurement, conflicts of interest, room bookings, pricing, cash handling, data protection, safeguarding, complaints and volunteer training. Responsibility for each procedure will be allocated to a named trustee and reviewed annually. Our CWPO ensures all relevant PVGs and CWP training is kept up-to-date. The constitution includes an asset lock, ensuring that the asset will continue to be used for community benefit, which is an important consideration in the context of a discounted transfer.
D5.	Demonstrate that you understand what is required in relation to the management and maintenance of the asset e.g. insurances, ongoing maintenance, budgeting for major repairs, health & safety, electrical testing, firefighting, legionella testing.
	The club will manage the asset through a planned maintenance and compliance schedule covering insurance renewals, condition inspections, servicing, electrical testing, fire-risk assessment and equipment checks, water hygiene and legionella controls, food-safety requirements, cleaning, security and accessibility reviews. The trustees will maintain an asset register and annual maintenance budget, commission statutory and specialist work from competent contractors and review provision for major repairs through the five-year financial plan and reserves policy.

	The financial model includes provision for ongoing costs, and the projected annual surplus will support planned maintenance and the gradual building of reserves. This reflects a long-term approach rather than a short-term focus on delivery.
D6.	Provide evidence of your monitoring arrangements to monitor the success of the proposal and delivery of its likely objectives.
	The club will use the 2025 and June 2026 consultation findings as a baseline for monitoring whether the project delivers the benefits residents expect. Measures will include junior and adult participation, participation by women and girls and people with additional needs, total hours of site activity, community bookings, repeat use by local groups, user satisfaction and the proportion of users who are not club members. The club will also track whether the barriers identified in the survey, particularly lack of toilets, shelter, indoor space and accessible facilities, have been removed in practice. Financial and operational performance will be reviewed quarterly by the trustees against the business plan and reported annually to members and the wider community. Short feedback forms will be used after community bookings, with periodic discussions held with regular users and partner groups. The findings will inform pricing, opening arrangements, accessibility improvements and the future programme of activity, allowing the club to respond as community needs change.

Section E - Financial Information

(see Section E in the Scoring Matrix)

You need to identify all the resources required to deliver and sustain the proposal. If the organisation has a separate business plan, this can be attached to the application and a summary of the details provided here.

E1.	**Cash flow forecast** - Please provide a cash flow forecast for the next 5 years showing both capital and revenue income and expenditure. An example of cash flow forecast is available here
	Largo Cricket Club has developed a five-year cash flow forecast which accompanies this application. This forecast covers both the capital phase of the project and the ongoing operational period following completion of the new pavilion.

	The model demonstrates that, once the pavilion is operational, the club is able to generate sufficient income to meet all ongoing costs and maintain the facility responsibly. Annual income is projected to be in the range of £17,000 to £18,000, with total annual expenditure, including operating costs and provision for maintenance and contingencies, projected at £14,000 to £16,000. This results in a modest but consistent surplus, initially in the range of £2,000 to £3,000 per year and increasing as usage grows. This surplus is not treated as profit but as a necessary provision to support planned maintenance, cover unforeseen costs and build financial resilience over time. The forecast has been developed using conservative assumptions, particularly in relation to income from community use.
E2.	**What funding has the organisation obtained so far?** Has the organisation discussed or received any funding for technical work e.g. for surveys, feasibility study, business plan etc. Please detail below the funding source(s), the amount awarded and the purpose which the funding will be used for.
	The club has already secured a significant level of support for the project. In particular, the A M Pilkington Trust has provided a commitment in principle to support the project with £110,000, subject to successful progression of the Community Asset Transfer and the development of detailed plans. This early commitment is important in two respects. It provides external validation of the proposal from an experienced charitable funder, and it demonstrates that the project meets funding criteria in terms of community benefit and deliverability. In addition, the club has ongoing discussions with Fife Council community grant programmes and has begun to secure local support through sponsorship and fundraising. We have already raised more than £5,000 through club fundraising events. This has been used to cover initial pavilion feasibility and design costs from our architect, Sinclair Watt.
E3.	There is an expectation that applicants will have had discussions with potential funders about their proposal. Please provide details of potential funders approached and the outcome of discussions about what funding may be realistic from these sources.
	Beyond the initial support secured from the A M Pilkington Trust, the club has identified a clear and credible funding strategy to meet the capital requirement for the pavilion, estimated at £200,000 to £250,000. Potential funding sources include national and regional programmes such as the Sportscotland Facilities Fund and the National Lottery Community Fund, alongside local authority grant schemes, charitable trusts and foundations. The club also intends to generate a proportion of the required funding through local fundraising and sponsorship, building on its existing relationships within the community. This mix of funding sources reflects the scale and nature of the project and reduces reliance on any single funder.
E4.	Other sources of funding the organisation has access to (e.g. voluntary donations, borrowing). Include information on e.g. fundraising events that will be undertaken; Just Giving; coffee mornings etc. Also include information about any reserves the organisation has (and what they will be used for) and if there is a reserves policy.

	In addition to external grant funding, the club has established and reliable internal income streams. These include membership subscriptions, match fees, sponsorship from local businesses and fundraising activity. The development of the new pavilion will introduce an additional income stream through community hire. Based on projected usage of at least 208 hours per year, this is expected to generate around £4,000 annually. This income will support the ongoing operation of the facility. The club currently holds reserves of £8,828, which provides an initial financial buffer as the project moves into delivery and early operation. The club operates with a cautious approach to reserves and intends to build these incrementally through annual surpluses.

E5.	Identify resources already in place for long term sustainability of the proposal and the future maintenance of the asset eg future funding and self-financing arrangements. Explain if the organisation is generating an income from other sources**.**
	The long-term sustainability of the proposal is based on three key factors. First, the club operates a volunteer-led model, which keeps operating costs relatively low while maintaining strong community involvement. Second, income is diversified across multiple sources, including participation, events, sponsorship and facility hire. Third, the financial model generates a consistent surplus, allowing the club to build reserves and plan for future maintenance. Ownership of the asset is central to this model. Without ownership, the club would not be able to access the capital funding required to develop the facility and would remain constrained by the limitations of the current pavilion.
E6.	Will the project have an overall benefit in relation to public sector costs? Applicants should attempt to quantify in financial terms the community benefit that will result from the asset transfer.
	The proposal represents clear value to the public sector. Through the transfer, responsibility for the asset will pass to a community organisation with a demonstrated ability to manage and develop it. The club will secure external funding to invest in the asset and will meet all ongoing costs through its own income. This avoids the need for future public investment while delivering increased community benefit, including improved health and wellbeing, greater participation and enhanced local facilities. It is difficult to accurate estimate public cost savings, but Fife Council would no longer need to contribute to cutting the grass. Also, the ground could be removed from any relevant insurance Fife Council has.

Section F – Property

(see Section F in the Scoring Matrix)

Please specify if you wish to: Lease [ ] or Purchase [☑] the asset.

If lease, please go to F1, if Purchase please complete F2.

F1.	Annual Rental
	Please state the: Proposed annual rental: Duration of the lease (see Subsidised Leases Policy): Any other special lease terms required:
F2.	Please state the level of discount being requested and provide justification for this level of discount being applied.
	The club proposes a purchase price of £14,000, subject to Fife Council's formal valuation. This represents a 30% discount from an indicative market value of £20,000, which sits within the anticipated valuation range of £8,000 to £25,000 for the Council-owned portion. The indicative value reflects the limited comparable evidence for community sports grounds, including the £10,000 transfer of Newburgh Football Club's ground in 2021, and the current annual rent of £1,000 under the club's lease running to 2041. It also takes account of the site's rural location, restricted sporting use, seasonal activity and limited income-generating capacity. The club will invest between £200,000 and £250,000 in a new pavilion and assume sole responsibility for maintenance, repair, insurance and long-term asset management. These obligations, together with the restrictions and liabilities attached to the site, reduce its commercial attractiveness. The requested discount therefore balances the asset's limited commercial value with the substantial and sustained community benefit the transfer will deliver, including increased participation, improved accessibility and wider community use. The club will review the proposed price when Fife Council's valuation is available.

F3.	Has the organisation considered the ongoing costs that will be required to maintain the property – please detail how these will be met? Is funding available to cover initial overheads while services are developed (utilities, rates etc.)?

	The club has considered the full range of ongoing costs associated with ownership. These include utilities, insurance, routine maintenance and longer-term capital replacement. These costs have been incorporated into the financial model, which demonstrates that they can be met through the club's projected income. The annual surplus provides an additional margin to support planned maintenance and build reserves. The club's long experience of maintaining the site provides confidence that these responsibilities are understood and manageable.

F4.	Is the asset currently used or occupied by the Council or another party? Please state whether you have made any investigations and the outcome of any discussions regarding current use/occupation of the asset. This should be flagged up in any consultation process.
	The ground at East Drive is currently used by Largo Cricket Club for organised sport and is also informally used by the wider community for recreation and leisure. The club recognises the importance of this open access and is committed to maintaining it following transfer. The proposal does not change the fundamental nature of the site as a community space, but rather enhances its usability through improved facilities.

Section G - Local and National Outcomes

(see Section G in the Scoring Matrix)

G1.	How will the proposed benefits of the asset transfer request contribute to achieving the Council's outcomes? See Plan for Fife A new Plan for Fife | Our Fife - Community portal
	The proposal supports the Plan for Fife's long-term themes of Opportunities for All, Thriving Places and Community-led Services. It improves access to sport and community activity for children, families, older people, women and girls and people with additional needs. It invests in a valued local place and gives residents greater influence over how an established community asset is developed and used. It also contributes to the Council's 2024–2027 priorities by helping to reduce inequality, retaining investment within the local area and considering the climate impact and whole-life efficiency of the new pavilion. It contributes to improving health and wellbeing by increasing opportunities for physical activity and reducing barriers to participation. It supports stronger communities by creating a shared space for activity and interaction. It also contributes to reducing inequalities by improving accessibility and targeting participation among under-represented groups. These outcomes are not abstract. They are directly linked to the specific activities and facilities that the project will deliver.
G2.	How will the proposal impact on the Council's own delivery of services?

	The proposal will have a positive impact on the way services are delivered locally. By transferring the asset to a community organisation, the council will no longer be responsible for its ongoing management and maintenance. At the same time, the level of provision available to the community will increase. The project therefore represents an example of community-led delivery, where local knowledge and engagement are used to achieve better outcomes with fewer public resources.
G3.	Demonstrate how the proposal will contribute to national priorities (refer to National Priorities). National Outcomes | National Performance Framework
	At a national level, the proposal supports outcomes relating to health, community empowerment and opportunities for children and young people. This aligns perfectly with Cricket Scotland's current national strategy: uniting people and communities through cricket.

	Our proposal promotes healthier lifestyles through increased participation in sport, supports inclusive and empowered communities by placing control of the asset in local hands and creates opportunities for young people through structured activity and engagement. The proposal reflects the wider policy direction set out in the Community Empowerment (Scotland) Act, demonstrating how local organisations can take on assets and use them to deliver meaningful community benefit.

Section H – Other Information

(see Section H in the Scoring Matrix)

H1.	**Additional information in support of your application** (see sections 6 & 7 in the Guidance Notes) – Include information on how you have kept the community updated about the proposal and other stakeholders who have been approached who could work in partnership with your organisation.

	Largo Cricket Club has sought to ensure that the development of this proposal has been transparent and inclusive. The consultation carried out in 2025 formed the first stage of this work, establishing strong support for community ownership and improved facilities. The further survey in June 2026 tested the pavilion proposal in greater depth and confirmed near-unanimous support, likely increased use and clear priorities around accessibility, toilets, indoor and outdoor seating, kitchen facilities and flexible community space. The club has used these findings to refine the project brief and will continue to keep residents and prospective users informed as the design, funding package and operating plan progress. The club has also engaged with potential partners and users of the facility to ensure that the pavilion will meet real needs rather than assumed ones. This includes discussions with local groups, schools and organisations who may use the space once developed. Looking ahead, the club is committed to maintaining this approach. It will continue to engage with the community as the project develops, providing updates and opportunities for involvement. This will include further consultation on the detailed design of the pavilion and the way it is used once complete. The proposal is therefore not a fixed plan but the next stage in an ongoing process of community-led development. The application is supported by the following documents: the club's constitution and SCIO registration details; the most recent annual accounts and reserves policy; a five-year cash flow forecast; the full business plan; the site plan; the 2025 consultation report; the June 2026 survey report and anonymised results; and letters of support from elected representatives, community organisations, Cricket Scotland and funders.

Submission Checklist

Before submission, make sure you have read the Council's Guidance on community asset transfer and the Scottish Government Guidance for Community Transfer Bodies.

Please tick that you have included the following accompanying documents:

1. Full business plan for use of the asset ☐
2. Most recent full year accounts including reserves policy ☐
3. Constitution/governance document ☐
4. Letters of support from community members and copy of community consultation report / consultation survey ☐
5. 5 year cash flow forecast ☐

Signatures

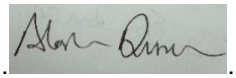
The application is required to be signed by 2 members of your organisation:

Person submitting Date Signature 1 – Director/Charity

Trustee……  ……..……..

Name…Stuart Macdonald……..Date……2 October 2026……

Signature 2 - Director/Charity Trustee……..……..

Name…Alastair Duncan……  ……Date……2 October 2026……

Signatories in signing the above assess that the information contained within the application form is accurate at the time of submission. In addition, should their request be successful, conditions of transfer will be the subject of separate legal agreement(s) with the Council.

Please note that applications are required to be published for any objections but personal information will be redacted in line with data protection principles.

Further information on how your information is used and why can be found at fifedirect.org.uk/privacy. The Council's Data Protection Officer can be contacted at: dataprotection@fife.gov.uk.

Please send completed application form to: CommunityAsset.Transfer@fife.gov.uk or post to Zahida Ramzan, Policy Co-ordinator, 5th Floor, Fife House (West), North Street, Glenrothes, Fife, KY7 5LT.