

# **Nigg Community Hall**



***Business Plan  
5 years***

<b>Table of Contents</b>	<b>Page</b>
<b>1.0 Executive Summary</b>	
1.1 Introduction and background	03
1.2 History and Condition of the Nigg Community Hall	04
1.3 Support for Nigg Community Hall	04
<b>2.0 Proposal</b>	
2.1 Vision	06
2.2 Aim	06
2.3 Services	07
2.4 Acquiring Nigg Community Hall	11
2.5 Future Development	10
<b>3.0 Market Research</b>	<b>13</b>
3.1 Evidence of Need	13
3.2 Comparators	14
3.3 Personnel	14-15
3.4 Location	15
3.5 Public Interest	15
3.6 Partnership	16
<b>4.0 Operations</b>	
4.1 Strategy	17
4.2 Legislation and Licences	18
4.3 Marketing	18
4.4 Promotion	18
4.5 Pricing	19
<b>5.0 Financial and Funding</b>	
5.1 Cash Flow	20
5.2 Forecast	20
<b>6.0 Risk Analysis</b>	21
<b>7.0 References and Appendices</b>	22 - 32
Appendix 1 - Needs Analysis	
Appendix 2 - SWOT Analysis	
Appendix 3 - Funding Table	
Appendix 4 - Financials	
Appendix 5 – Structural Survey	
Appendix 6 – Evidence of Dissolved Company Dissolution	

## 1.0 Executive Summary

In 2024 The King's and Lord Treasurer's Remembrancer (KLTR), the body which administers ownerless property on behalf of the Crown, notified the Nigg and Shandwick Community Council of the 'ownerless status' of Nigg Community Hall (hall) and advised on how the local community can have the hall returned to community ownership.

The Nigg Community Hall Steering Group (NCHSG), comprising seven local members of the community, was formed and with support and guidance from the Scottish Land Fund and the KLTR the NCHSG commissioned a study and 5-year business plan for the hall - known as Nigg Community Hall - to explore its viability as a community asset.

This document has been produced to clarify the achievability, and means of delivering, a community proposal to reclaim and improve the hall to cater for existing and future generations of the villages of Nigg and Shandwick.

Using both primary and secondary data sources a market analysis highlighting consumer demand and competitive landscape was conducted. The findings highlight a desire from 23% (and growing) of the Nigg and Shandwick adult population, and local businesses for the return of the hall to the community, as a community hub in a phased development.

As a community hub the hall will deliver a varied programme of events and opportunities to reduce social isolation and increase community cohesion.

Potential income generators to ensure future sustainability, including: lets, shop, cafe and heritage centre, were well received by respondents to the survey, and with commitment to robust management, marketing and partnership approaches the hall has the potential to be a successful and sustainable venture.

An RICS level 3 structural survey has confirmed that, although the building is structurally sound, there is a requirement for some repairs/maintenance and upgrades to be actioned at an estimated cost of £205k and an energy survey be conducted and actioned before the building is re-opened for public use led by the NCHSG.

### 1.1 Introduction and background

Nigg Community Hall has been an asset to the community since 1844 in its original incarnation as the Nigg West Church. In 1958 a lease of the hall (formerly known as Nigg West Church) was assigned by the General Trustees of the Church of Scotland to the Trustees for Nigg Hall and in 1971 the title to the property was disposed by the executors of Miss Rosa Ross Williamson Ross, following her death, to the Trustees for Nigg Hall.

Over the years the hall has been led by volunteers as a charity and two separate companies. It was last owned by company [Nigg Community Hall SC252798](#) though, when the 2003 company was wound up in 2015 the 'Title' was not transferred, meaning it fell as ownerless property to the King's and Lord Treasurer's Remembrancer (KLTR) the body which administers ownerless property on behalf of the Crown. See appendix 6 for evidence of the company's dissolution.

A new company *Nigg Community Hall 2016 SC536687* was set up in 2016, however the directors were unaware that they did not have any title to the property. The [Nigg Community Hall 2016](#) company dissolved in February 2025.

In 2024 The King's and Lord Treasurer's Remembrancer (KLTR), notified the Nigg and Shandwick Community Council of the 'ownerless status' of Nigg Community Hall (hall) and advised on how the local community can have the hall returned to community ownership.

Late September 2024, the Nigg Community Hall Steering Group (NCHSG), comprising seven local members of the community, was formed and have since been actively working towards the transfer of the building through the Ownerless Property Transfer Scheme (OPTS) to mark the beginning of a new journey for the Hall and for the community.

## **1.2 History and Condition of the Community Hall**

Nigg Community Hall is of category-B listed status with Historic Environment Scotland - but is not contained within any local authority designated conservation area.

The Nigg and Shandwick community in the Highland Council Ward 7 area, is comprised of a scattered remote rural community with clusters of housing in Shandwick, Pitcalnie and Nigg Village.

Located between the Easter Ross village of Nigg and the hamlet of Pitcalnie, which are approximately 3.5 kilometres north, north-east of Nigg Ferry. The hall is positioned to the west of the unclassified Nigg to Pitcalnie road. And is within 10 miles of the North Coast 500, which is a 516-mile (830 km) scenic route around the north coast of Scotland. Inverness Airport is approximately 41 miles away by road, Inverness 36 miles, Tain 8 miles, Invergordon 13 miles, and Dingwall are approximately 24 miles by road. The nearest train station is at Fearn around 7 miles away from where the national rail network can be accessed.

The role of the hall has over the years identified as a community organisation, a charity and Company Limited by Guarantee, each with the purpose to facilitate the functioning of community groups, community events and as a catalyst to community activity more broadly. The pandemic led to a much less active committee and a community less used to coming together and socialising. Despite this the Nigg and Shandwick residents and local community groups continued to utilise the hall - post pandemic - for events run by the community and partners.

The building is a substantial traditionally constructed ecclesiastical church building originally built around 1844. Based upon fence positions the total site area is approximately 1,380m<sup>2</sup> or 0.341 of an acre or thereby. The ground floor external building area is approximately 323m<sup>2</sup>. The layout of the hall includes a kitchen, meeting room with storage, toilet block, storage cupboard at side exit, foyer, and main hall.

## **1.3 Support for Nigg Community Hall**

The development of the hall is led by the Nigg Community Hall Steering Group (NCHSG) which is a Scottish Charitable Incorporated Organisation (SCIO) SC054021. The organisation was formed to re-claim and re-develop the hall with the overarching objective to facilitate and enable:

- community engagement to combat social isolation,
- opportunities for individuals to contribute to their community
- to make a positive impact and foster a vibrant and resilient neighbourhood.

The NCHSG is comprised of seven trustees, each of whom are residents of Nigg and Shandwick and have a complimentary set of skills and business knowledge to support and deliver on the development of the hall. The NCHSG have conducted a skills analysis of the steering group with the purpose of identifying the strengths of the group.

Trustee	Role
Toria Fraser	Co-Chair
Susan Whiteford	Co-Chair
Clair Wallace	Trustee
Stuart McLean	Trustee
Simon Regan	Trustee
Robert MacKenzie	Trustee
Tony Hawksey	Treasurer

To date the SCIO has 71 adult (aged 16+) members and counting. Eighty seven percent of the members reside in the villages of Nigg and Shandwick, the remaining thirteen percent reside in Ward 7, Easter Ross, where the hall is located.

The NCHSG commissioned a feasibility study in February 2025 to explore its viability as a community asset. The main areas of investigation were defined as:

- Is developing and adapting the Nigg Community Hall the best way to meet the aspirations of the community?
- What is the most sustainable use of the building that will impact most favourably on the community as a whole?
- What investment and commitment are needed to maintain the building and sustain its use for the future?

The purpose of the feasibility study was to enable the NCHSG and Nigg & Shandwick Community Council (NSCC) to better understand whether this project is practical and in the public interest, financially viable and sustainable.

In addition to 23% the community feedback via the 'needs analysis survey' the study has garnered letters of support from the Highland Council, Local Councillor and businesses who were contacted through the process of the feasibility study to explore opportunities for development and growth through corporate events or occasions, and development of meaningful links to maximise impact.



## 2.0 Proposal

### 2.1 Vision

To re-claim, renew and re-develop the hall in a phased redevelopment to meet the aspirations of the community ensuring sustainability to impact positively on the community to facilitate engagement to:

- combat social isolation,
- deliver opportunities for individuals to contribute to their community
- to make a positive impact and foster a vibrant and resilient neighbourhood.

### 2.2 Aims

The aims of the NCHSG and its members align with:

1. The 2024 - 2027 [Highland Outcome Improvement Plan](#) (HOIP) three strategic priorities the development of the hall aims to focus on People, Place and Prosperity.
2. The [Inner Moray Firth Local Development Plan](#) identifies local built and cultural assets as “important environmental resources that are critical to a community's identity, distinctiveness and sense of place”.
3. The [Scottish Government Community Empowerment](#) (Scotland) Act 2015, which helps communities to do more for themselves and have more say in decisions that affect them

Our overall aims for the development of the hall are for the provision of recreational facilities and the organisation of recreational activities to improve the conditions of life for persons living within the area as follows:

1. Re-claim ownership of the hall as a SCIO.
2. Source funding through fundraising activity and funding sources for capital works and start-up costs.
3. Commission funded energy report through Business Energy Scotland
4. Appoint project manager to commission works to address RICS3 survey and energy survey report.
5. Purchase Public Liability Insurance
6. Address HSE Village Hall checklist and housekeeping before re-opening to community groups.
7. The advancement of citizenship and community development (including the advancement of rural regeneration) principally within the neighbourhoods in the boundary of the Nigg and Shandwick Community Council area (IV19 and IV20 postcodes).
8. The promotion of equality and diversity within this neighbourhood.
9. The organisation shall promote and include its activities and delivery operations to people within the ‘Area of Benefit’ who may otherwise be restricted from accessing such activities. These people will be the organisation’s beneficiaries.
10. People living in neighbouring and nearby communities will also benefit and have access to participate in activities and events.
11. We will continue to collaborate with the Highland Council, Highland Third Sector Interface and local businesses for the social, economic and environmental benefit of the community.
12. In accordance with our constitution, we will continue to reflect, review and amend our plans to comply with the Scottish Charity Regulator (OSCR)’s requirements of a SCIO.



### 2.3 Services

The NCHSG propose to re-instate the hall as a multi-purpose hub that will deliver a varied programme of events and opportunities for beneficiaries, to reduce social isolation and increase community cohesion.

The layout of the hall includes a kitchen, meeting room with storage, toilet block, storage cupboard at side exit, foyer, and main hall.

Primary research has sought to identify what past, present and future users of the hall envision for the future use of this historic community asset. We focused on recreational and well-being pursuits including:

- creative arts
- sports
- community groups
- health and wellness
- personal use e.g. celebratory events

As part of the consultation, we visited a local primary school and worked with 26 young people aged 8 - 12. We focused on their thoughts about where they live, what they do in their spare time and what their expectations are for a community space.

- All the young people who live in Ward 7, love where they live except 1 young person who feels isolated.
- Their interests out of school include music lessons, sports activities, playing with friends, they must travel to take part in extra-curricular activities.
- Their expectations of the hall as a safe space are that it should be local, warm, welcoming and choices of young people should be heard.

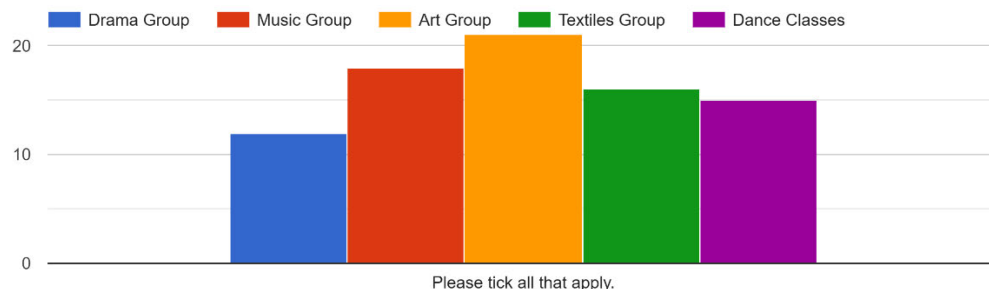
We also received suggestions for activities and fundraising events including quiz nights, book club, gardening group, lunch club, ceilidhs and childrens activities.

Community feedback also includes suggestions for improved parking; disabled access; installation of hearing loop; improve kerb appeal; improve communications with community; provide self-contained access to toilets to enhance visitor experience, improve signage to the hall through the installation of [Visit Scotland's](#) brown tourist road signs which are widely recognised around Scotland. Providing visitors with clear and consistent directions to their destination.

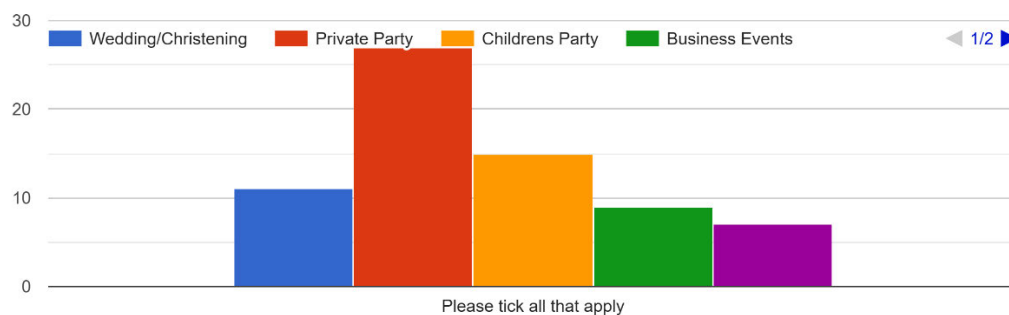


Figure 1 – Needs Analysis

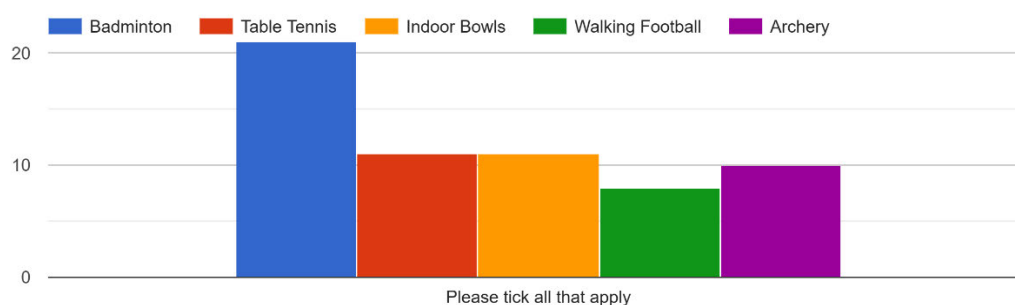
What types of creative activity would you attend at Nigg Community Hall?



Would you hire the hall for any of the following reasons?

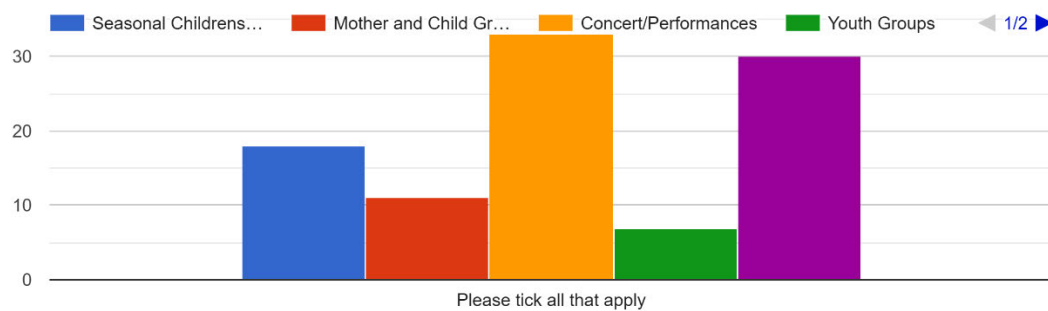


What types of sports activity would you attend at Nigg Community Hall?

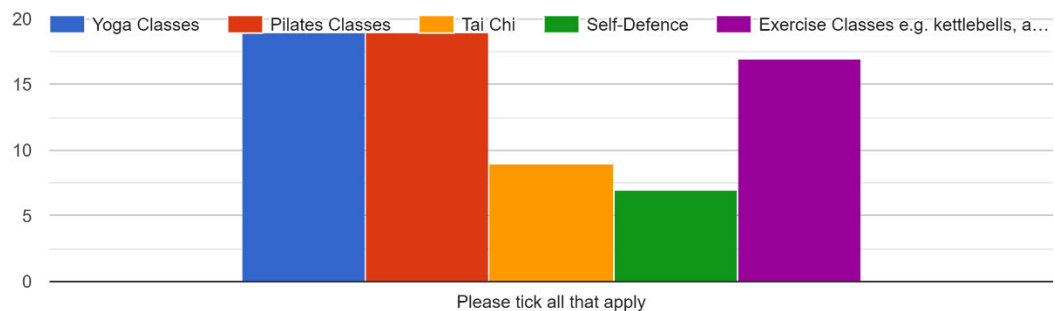




What types of community activity would you access at Nigg Community Hall?



Are you interested in healthy pursuits?



To date sixty-six responses to the needs analysis survey have been received.

The operational cash flow projection detailed *in appendix 4* is based on the programme included on *page 10* which is founded on market research conducted as part of the commissioned feasibility study.



Figure 3 – Sample three-month programme – N.B. NSFG = Nigg and Shandwick Friendship Group

Wedding	£250
Fundraising	Entry Fees Subs
Concert	£10 pp av
Let	£16 pp 2hrs per let
Childrens Event	£5 pp

**Month 1**

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
AM			Compute							Compute				
PM	Art Group	Lunch	Dance Class	Pilates				Art Group	Lunch	Dance Class	Pilates			
Evening		Table Tennis	Yoga	Badminton	Quiz	Private Party			Table Tennis	Yoga	Badminton	Private Party	Concert	

**Month 2**

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
AM			Compute							Compute				
PM	Art Group	Lunch	Dance Class	Pilates				Art Group	Lunch	Dance Class	Pilates			
Evening		Table Tennis	Yoga	Badminton					Table Tennis	Yoga	Badminton			

**Month 3**

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
AM			Compute							Compute				
PM	Art Group	Lunch	Dance Class	Pilates				Art Group	Lunch	Dance Class	Pilates			
Evening		Table Tennis	Yoga	Badminton	Private Party				Table Tennis	Yoga	Badminton	Private Party	Concert	

**Month 4**

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
AM			Compute							Compute			monthly NSFG	
PM	Art Group	Lunch	Dance Class	Pilates				Art Group	Lunch	Dance Class	Pilates			
Evening		Table Tennis	Yoga	Badminton					Table Tennis	Yoga	Badminton			

## 2.5 Acquiring Nigg Community Hall

The three-year window for the Crown to disclaim its interest in Nigg Community Hall expires on the 17<sup>th</sup> of March 2026.

Key dates set out below have been determined to be successful in the transferral of Nigg Community Hall to community ownership of the Nigg Community Hall SCIO.

- **By 16<sup>th</sup> April 2025** – submit application to the KLTR. Then the following activities will commence.
  - Application to the Scottish Land Fund (stage 2) for funding to cover legal fees and additional revenue costs associated with the transfer of ownership. *Submit by 9<sup>th</sup> June 2025.*
- **13<sup>th</sup> May** – OPTS advisory panel of six independent panellists meet to assess NCHSG KLTR application.
- **20<sup>th</sup> May** - Chair of panel will send report to KLTR
- **End May 2025** - NCHSG will receive letter of decision from KLTR
- **June 2025** – Conveyancing and transfer. During which time the NCHSG will complete the following activities:
  - Empower and engage community through focus groups to develop a vision for hall and inform funding applications.
  - Complete applications to capital funds as listed in appendix 3.
  - Continue community engagement to grow membership and develop vision for the phased development.
- **September 2025** – anticipated date of conclusion of transfer.

## 2.5 Future Development

Nigg Community Hall has backing of 23%, and growing, of the adult community and has the potential to capitalise on growing tourist trade due to its location as part of the [Highland Pictish Trail](#) and it's position next to the [Northcoast 500](#). Ninety percent of respondents to the needs analysis felt the development of a cafe and shop would benefit the area both socially and economically.

**Heritage Project** - Nigg and Shandwick have a rich history and feedback from the community demonstrates a wish to create a Nigg Heritage Project which will compliment both the Nigg Old Church heritage project and [Shandwick Stone](#) which both feature on the Highland Pictish Trail. A historical context for the community can be found in [‘The Parish of Nigg’](#) written by Barbara Scott and Anne Gordon.

Hospitality businesses in the Nigg and Shandwick area identified heritage, Scottish culture and leisure as the primary interests of their guests which correlates with research conducted by Visit Scotland that identified “the history and heritage of the Highlands - as well its scenery and landscape - are the main reasons tourists visit the region”. Eight respondents to the Hall survey have expressed an interest in supporting the development of a Nigg Heritage project.

The Heritage Lottery Fund - fund a broad range of projects that connect people and communities to the UK's heritage. The fund is available at 2 levels from level 1 = £10k - £250k and level 2 £250 - £10 mill.

**Café** - The opportunity to open a café has been well received by the respondents to the survey. The suggestion to add an extension to the rear gable end, overlooking the Cromarty Firth was put forward and will be considered in phase 2 of the development.

**Community Shop** - Feedback and conversations with the community favoured a fresh produce shop to serve the community.

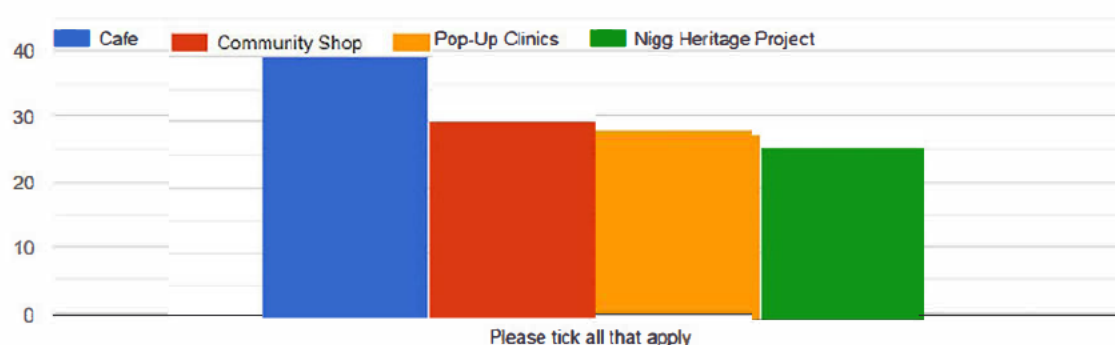
The development of a café and community shop will enable the hall to be sustainable and create social and economic benefit for the area.

**Car Park -**

- The existing carpark re-surface and works will be addressed in phase 1.
- The NCHSG plan to investigate options to extend the carpark to increase the capacity of the hall.

*Figure 4 – Aspirational Goals*

Would you use the following services in Nigg Community Hall?



The development of self-contained toilets would benefit the community and visitors to the area out-with operating hours and address “variable or limited access to public toilet facilities” as referenced in the 2022 Highland Council Strategic Tourism Infrastructure Development Plan. It’s worth noting that the nearest accessible toilet facility is in the Seaboard Villages approx. 6 miles away and visitors disembarking from the Nigg Ferry service have no immediate access to facilities.

Future aspirational costs to include a heritage centre, café and accessible toilets (in the absence of plans and subject to inflation) are estimated at approx. £222k which includes the appointment of a Project Manager and CA Design Team.

The building has had an initial survey carried out by Caledonian Building Surveyors (CBS) to confirm its structural integrity. A site visit by CBS to the hall showed that the building is poorly insulated, and the hall requires some repairs/maintenance and upgrades to bring the property into the 21st century. The energy efficiency survey of the building will be undertaken upon completion of transfer of ownership.



### 3.0 Market Research

#### 3.1 Evidence of Need

The 2022 census of Nigg and Shandwick, obtained through The Highland Council, identifies the demographic split as follows:

0 - 15 = 39,

16 - 64 = 198

65+ = 105.

This is comparable to the village of Inver (Ward 7) who with a population of 392 and Knoydart, Lochaber, with a population of 93 both of which successfully operate community led halls.

The NCHSG aim to capitalise on a projected increased working population in or near the community as reported in the [Inner Moray Firth Local Development Plan 2](#) (IMFLDP2) which was adopted in June 2024. The report highlights “latest population trends suggested growth around the Inner Moray Firth,” as part of the Green Freeport development. In addition, as reported in the IMFLDP2 “Inverness and Cromarty Firth Green Freeport (ICFGF), a cross-sector partnership including Global Energy Group (GEG) who own and operate Port of Nigg, is looking to take advantage of this position to create lasting employment and regeneration opportunities for the area”.

A needs analysis/survey (appendix 1) validated by Nigg Community Hall Steering group (NCHSG) was circulated in person (door-to-door) and electronically via social media platforms including Nigg and Shandwick CC, Balintore & District Residents Group (BDRG) and Tain Community.

The communities vision for the hall were collected via:

- Discussions through an open community event and focus groups with local groups and local primary school.
- Contact with local businesses about potential development and links with the local community and neighbouring community halls.
- Contact with local hospitality sector to gauge demographic and interests of visitors to the area.
- One-to-one conversations with past users.

The survey resulted in a completion rate of 23%, and growing, of the adult population of Nigg and Shandwick, all of whom give their support to the renewed drive in the revitalisation of the hall to benefit the community.

The villages of Nigg and Shandwick have a strong community that has a history of community engagement for the local population. Already there is some demand for the revitalisation of Nigg Community Hall and no alternative facility suitable to meet this demand within Nigg. The hall is not, at present, considered fit for purpose by a number of potential hirers. This is largely due to the inefficiency of the building which may be addressed in a phased approach for development.

The consultation identified a strong desire from respondents for community activity to improve social wellbeing and development for the hall with suggestions for improvement to the fabric of the building and initiatives where there are gaps in the market, such as child centred opportunities e.g. soft play/bouncy castle days, seasonal children events, as well as regular concerts and dances to increase participation and community engagement. A sample programme based on feedback depicted is included on page 10.



### 3.2 Comparators

Comparable community halls across Easter Ross and Sutherland were consulted to understand their management structures, operations and unique selling points.

The Seaboard Centre, is a charity with trading arm based in the Seaboard Villages, Balintore. The Seaboard Villages are three contiguous coastal villages, with a population of approximately 1121 people situated about 10 km southeast of the town of Tain. The centre faces east onto the Moray Firth and has been operating for decades. The hall was built as a memorial for fallen soldiers and was originally run for the community, by the community.

The hall has meeting rooms and commercial kitchen with café. The Seaboard Centre is account managed by Highlands and Islands Enterprise (HIE) who give business advice and financial support.

The centre is available for hire to community groups, businesses and individuals and has diversified over the years to meet the needs of local people and the growing tourism industry. In the noughties they added an annex with facilities for touring caravans and motor homes. In the past five years they have added a cinema and screenings to their program, a gift shop and post-office service.

The centre employs 11 staff that work in the café/kitchen, cleaner, office, post-office. *Operating model - Management led*

Doll Hall, Doll is a scattered mixed crofting township and rural village 2 miles southwest of Brora, Sutherland. The hall is successfully run by a volunteer committee for the benefit of the local community. They fundraise through events such as ceilidh dances, donations and raffles. *Operating model - Volunteer led.*

Ardross Hall - Owned by the community and run largely by volunteers, the hall provides a focus for the rural community of Ardross which lies just north of Alness in Easter Ross and is host to a range of local events and activities. The hall includes creative arts events as part of the [Touring Network](#). The hall accommodates a nursery aimed at children aged 0- 3 years old during term time. *Operating model - volunteer led.*

Embo Old School - Embo is a village in Sutherland about two miles north-northeast of Dornoch. The trust delivers a calendar of daily events and activities for the benefit of the community. The café is leased by an independent firm. *Operating model - Volunteer led*

Market research has identified that the cost to hire local halls is generally based on a two-tier system i.e. local and non-local and is broken down into areas of the halls to increase capacity and opportunity. The average cost to hire a space is £16 per hour rising to £30 per hour for the entire building.

Each of the halls contacted are used as wedding venues. With costs ranging from £250 + deposit of £200 for a 3-day self-directed event to all-inclusive wedding planning service including catering.

Income streams have been identified as:

- Let's - community groups, private party lets, weddings, christenings, wakes
- Fundraising events - e.g. quiz nights, bingo nights, ceilidhs, concerts, dances
- Café - either as a let to catering business which would generate a regular income or hire catering staff as part of the Hall which would result in additional costs to the hall including wages and consumables.
- Shop - gift shop or fresh produce.

### 3.3 Personnel

In the initial phase of the development the project will be volunteer led. However - in phase 2 of the project to meet aspirational desires – and in response to the feedback received via the consultation process, the NCHSG will appoint a paid part time Community Development Officer (CDO) to manage all aspects of the hall



including programme development and management, bookings, marketing, governance and engagement, support and development of volunteers who will report to the NCHSG directly.

We asked respondents to the needs analysis if they would be interested in becoming involved in the further development of the hall. Fifty percent of respondents said they would. See figure 5.

*Figure – Volunteers*

Would you be interested in becoming involved with the further development of the Nigg Community Hall?



Feedback also promotes the appointment of a caretaker and/or cleaner which would be essential for the future success of the hall to ensure a high standard of maintenance and cleanliness is kept.

	Year 1	Year 2	Year 3
<b>Cleaning/Caretaker</b>	<b>£6000.00</b>		
<b>Volunteers</b>	<b>30</b>	<b>30</b>	<b>32</b>
<b>Total People</b>	<b>1</b>	<b>31</b>	<b>33</b>
<b>Total Payroll</b>	<b>£6,000</b>		

As an employer the NCHSG will register with the HMRC to ensure compliance with employment law.

### 3.4 Location

Nigg Community Hall is set in a rural location between the Easter Ross village of Nigg and the hamlet of Pitcalnie, which are approximately 3.5 kilometres north, north-east of Nigg Ferry. The hall is positioned to the west of the unclassified Nigg to Pitcalnie road. And is within 10 miles of the North Coast 500, which is a 516-mile (830 km) scenic route around the north coast of Scotland. Inverness Airport is approximately 41 miles away by road, Inverness 36 miles, Tain 8 miles, Invergordon 13 miles, and Dingwall are approximately 24 miles by road. The nearest train station is at Fearn around 7 miles away from where the national rail network can be accessed.

We plan to maintain the integrity of the original building, ensuring that all works undertaken are in keeping with the surrounding area.

### 3.5 Public Interest and benefits

The impact from the planned new facilities and activities are:

- People of all ages will benefit from increased opportunities to meet with each other in formal and informal social context, thus enhancing intergenerational harmony.

- Preservation of an important and iconic building to bring it into the 21<sup>st</sup> century through energy efficiency development.
- Proactive support of health and wellbeing activities with a focus on prevention.
- Increasing knowledge and understanding of the history of the Nigg and Shandwick communities amongst local people and visitors through the development of the Nigg Heritage project, which will compliment Nigg Old Church Heritage project and the Shandwick Stone.
- Through the immediate and future development of the hall there are opportunities for inward investment via increased footfall from visitors, the introduction of a café and support for cottage businesses through the potential of community shop/craft fairs.

### 3.6 Partnership Working

To date the Nigg Community Hall Steering group have taken support, advice and guidance regarding the transfer of ownership of the hall from the KLTR.

- Highlands and Islands Enterprise (HIE) – guidance received.
- Scottish Land Fund – Support and advice received regarding transferral of ownership and funding via SLF1 and SLF2.
- The Highland Council – Chief Officer (Housing and Communities)
- Business Energy Scotland – advice and guidance regarding the process of commissioning an energy survey with recommendations.

Going forward, to ensure the success and sustainability of the hall the NCHSG will collaborate with existing community organisations including:

- Nigg and Shandwick Friendship Group
- St Duthac Book and Arts Festival
- Nigg Old Church Trust
- Local hospitality businesses to benefit from projected increase in visitors and residents to the area.



## 4.0 Operations

Our positive and pro-active approaches to the development of the hall as a viable community asset will sustain us through our phased development plans.

The following policies and processes have been developed including:

- Safeguarding
- Health and Safety
- Volunteering
- Confidentiality and Data Protection
- Equality, Diversity and Inclusion
- Financial Management
- Communications Strategy
- Code of Conduct
- Reserves
- Environmental
- Complaints

We propose to be operational throughout the year, in person and on-line via our website, to meet the needs of the community with our main business being the delivery of a programme of activity to.

- Combat social isolation – through activities and events, shared lifts.
- Deliver opportunities for individuals to contribute to their community making a positive impact on people and the place – delivery of projects and programme to empower the community and grow our volunteer bank
- To foster a vibrant and resilient neighbourhood – supporting wider cooperation and collaboration.

In addition to the selection of all equipment and furnishings based on quality, durability and maintainability the NCHSG is committed to minimising the impact of its activities on the environment which are outlined in our environmental policy. In short, we aim to minimise waste by evaluating operations and ensuring they are as efficient as possible; actively promote recycling both internally and among our users; source purchases to minimise the environmental impact and meet or exceed all the environmental legislation that relates to the hall and its operations.

The satisfaction of the users of the hall will ensure repeat business and encourage and promote new business through recommendations and referrals.

The strengths and combined skill set of the NCHSG will ensure continuity in our approach to programme development and user engagement. Our approach to communication, procedure, process and training will instil confidence in our bank of volunteers.

### Keys to Success

1. Location
2. Varied programme of activity
3. Community Engagement
4. Marketing Strategy

Personnel will be selected based on a person specification which will identify the minimum qualifications and experience required to work in a community facility with an assessment on drive, enthusiasm and

professionalism. In addition, we have a pro-active approach to training and development for our team and volunteers.

#### **4.1 Strategy**

The underlying service being proposed is not new and Nigg Community Hall will find its place in the marketplace through focused differentiation. The identification of the strengths, weaknesses, opportunities, and threats using a SWOT analysis has enabled us to implement processes to prepare for the market. Appendix 2.

#### **4.2 Legislation and Licenses**

Nigg Community Hall will operate as SCIO.

As a community venue the hall aspires to deliver events and activities including concerts and will ensure compliancy with the Highland Council public entertainment license and HSE guidance for community venues to secure its public entertainment licenses.

As a charity the NCHSG will sign up to become a member of the SCVO which is a national membership organisation for the voluntary sector whose mission is to support, promote and develop a confident, sustainable voluntary sector in Scotland. Membership is available free of charge although there is a tiered system in place.

On a local level the NCHSG have become members of the Highland Third Sector Interface (HTSI) which is an independent charity who support, encourage and inspire work with community groups, clubs, charities and other Third Sector Organisations throughout Highland. Membership is available free of charge.

#### **4.3 Marketing**

Our objective is to market the hall as an inclusive venue regardless of social standing, nationality, and gender. Nigg Community Hall will be open to locals, visitors and tourists to the area.

Our points of differentiation are:

- Historic traditionally built category B listed building.
- Location adjacent to the NC500
- Collaboration with the Nigg Old Church who are already listed on the Highland Pictish Trail
- Position near the Nigg Ferry transport route which is an attraction to tourists reaching and leaving Cromarty on the Black Isle.
- Proposed heritage project to complement existing heritage projects and capitalise on the growth of the Highland tourist industry.

#### **4.4 Promotion**

Ensuring community and visitor engagement and satisfaction through customer feedback forums and questionnaires will enable Nigg Community Hall to grow its membership and attract more users. A great experience will produce the best kind of advertising through word-of-mouth recommendations.

The promotion approach of Nigg Community Hall will be to raise and maintain public awareness through a combination of mediums as follows:

Mode	How	Why
Internet	<b>Web presence</b> – site with search engine optimisation. Sign up to NC500 web site and Pictish Trail. <b>Social media</b> – Facebook, Instagram, X, Tic-Toc	Reaches a global audience. And more importantly our own website will also be a hub for community connection and communication to continue to strengthen the work begun by the NCHSG.
Print	Free press, regional papers and leaflets/flyers. Poster campaign within a 20-mile radius.	Raise awareness in local area before and after opening
Affiliates	Marketing via the North Coast 500 website; Highland Pictish Trail, via Tourist information points; hotels and recreational facilities in Easter Ross. In addition, through local partnership with Nigg Old Church.	Market to tourists and visitors of the region.

#### 4.5 Pricing

The price structure of Nigg Community Hall is such that it offers affordable options to the immediate community and visitors. A value-based approach to pricing will reflect the quality and differentiation of our venue and its service.

Market research has identified that the cost to hire local halls is generally based on a two-tier system i.e. local and non-local and is broken down into areas of the halls to increase capacity and opportunity.

The average cost to hire a space for local groups/individuals has been calculated at £16 per hour rising to £30 per hour for the entire building. Each of the halls consulted cater for wedding parties and rates vary.

Each of the halls contacted are used as wedding venues. With costs ranging from £250 + deposit of £200 for a 3 day hire self-directed event to all-inclusive wedding planning service including catering.

The pricing table below shows that Nigg Community Hall prices are on a par with other community halls in the area.

	Lets p/hour	Wedding Reception
<b>Member</b>	£16	£250 (3 days let)
<b>Non - member</b>	£20	£400 (3 day let)

Additional regular income will follow, and the sustainability of the hall will be positively impacted. The Nigg community will also benefit from the availability of high quality locally available services. There is the potential for some synergy between the provision of these services and the passing trade via the North Coast 500 and Highland Pictish Trail available through the future development of a café/coffee shop and heritage project.

Robust management, marketing and partnership approaches will ensure the hall has the potential to be a successful and sustainable venture.

## 5.0 Financial and Funding

Financial projections indicate that the development of Nigg Community Hall will be sustainable as a volunteer led project. A summary is below with full projections in appendix 4.

	Year 1 £	Year 2 £	Year 3 £	Year 4 £	Year 5 £
Income	298,414	23,288	26,552	26,552	26,952
Expenditure	282,722	23,356	24,820	25,736	26,286
Surplus/Deficit	15,691	-68	1,732	816	666
Balance	15,691	15,623	17,355	18,171	18,837

N.B. The surplus indicated in year 1 is subject to securing first year running costs through funding applications including SLF2.

As a SCIO, led by a strong steering group, the NCHSG have access to a wide selection of funding streams that will support community led projects in rural communities. The NCHSG have identified funding streams to meet its aims. Included in appendix 1.

Funding of approximately £10k is required to meet the cost of legal fees associated with the transfer of ownership for both the KLTR and NCHSG. The purchase cost of the hall will be £1.

A structural survey of the hall - level RICS3 – identifies a requirement for some repairs/maintenance and upgrades to bring the property into the 21st century, however it is noted that the building is structurally sound. See appendix 5.

The NCHSG will use a progressive and enterprising approach to income generation to address rising operational costs for community venues and ensure sustainability. Including the set-up of an [‘Easy Fundraising’](#) account.

### 5.1 Cash-Flow

The start-up costs and running aka operational costs are shown as part of the cash-flow statement Appendix 4.

### 5.2 Financials

Forecast statements based on forecast sales for five years trading attached also in Appendix 4



## 6.0 Risk Analysis

Undertaking a project of this scale, complexity and cost will involve an element of risk. NCHSG have identified potential risks which may impact the success of the project and identified actions required to mitigate them.

Risk	Impact	Probability	Action Required	Responsible
The KLTR timeframe for transfer is not met before 17 March 2026.	High	Low	Reflect on feedback and re-submit. NCHSG is fully aware and invested in this project to ensure time deadline is met.	NCHSG
Funding is insufficient to meet the aims of project.	High	Medium	Source additional funding streams and submit applications to meet aims.	NCHSG
Building costs increase during development phase	Medium	High	Upper ceiling for costs to be specified in contracts. Contingency element built into budget. Phase work to ensure overall project remains within available global budget.	NCHSG
Building fails to generate sufficient income to cover costs.	Low	High	Levels of occupancy, and consequently income from letting have been conservatively estimated. Develop marketing plan to maximise new business.	NCHSG
Change in level or nature of stakeholder/partner support.	Low	Low	Maintain connections with stakeholders and partners.	NCHSG

### Risks of not taking project forward

There are some risks and potential negative consequences associated with not taking forward the project.

Opportunities for people within the community to meet with each other, and to meet with other sections of the community, e.g. other generations, will decrease. This will have a negative impact on quality of life, community capacity and, in the longer term, the sustainability of the community. There will be fewer or no hires of the centre from agencies, and the number and range of services available to the community will reduce. This will negatively impact on quality of life, educational opportunities and health and well-being.

If the hall is not returned to the community it would result in further deterioration of the hall and would result in the loss of a valuable resource to the community and surrounding area.

The risks associated with taking any action, need to be assessed against the risks of inaction. Although there are some risks to NCHSG with taking the project forward, these are manageable and can be mitigated. The NCHSG will continue to minimize risk factors to the success of Nigg Community Hall by:

1. Obtaining sufficient capital to build and cover expenses of initial operation.
2. Minimizing overhead costs, to ensure sustainability.
3. Building on our community membership and engagement with partner organisations to increase demand.

## 7.0 References and Appendices

Companies House - [NIGG COMMUNITY HALL overview - Find and update company information - GOV.UK](#)

Inner Moray Firth Development Plan - [IMF LDP2 Adopted Written Statement.pdf](#)

[Community Empowerment \(Scotland\) Act: summary - gov.scot](#)

[Highland-Outcome-Improvement-Plan-2017-2027.pdf](#)

Highland Pictish Trail [The Nigg Stone - Highland Pictish Trail](#)

Shandwick Stone - [Shandwick Stone Feature Page on Undiscovered Scotland](#)

North Coast 500 [About NC500 - North Coast 500](#)

Visit Scotland - [Brown tourist signs](#)

The Touring Network - [About - The Touring Network \(Highlands & Islands\)](#)

Easy Fundraising - [How it Works | Easyfundraising](#)


House of Commons Library - [Inflation in the UK: Economic indicators - House of Commons Library](#)

## NIGG COMMUNITY HALL QUESTIONNAIRE

### NEEDS ANALYSIS

A Nigg Community Hall steering group was set up in September 2024 and has been meeting regularly to reclaim and revitalise Nigg Hall from the Crown since the Sept. 2024 public meeting. We would like to know what the past, present and future users and customers of the hall envision for the future use of this historic community asset.

**Please complete this quick questionnaire to help us to plan for the future of the hall or scan the QR to complete online.**



A consultation - funded by The Scottish Land Fund is being led by Coral Allan. You can contact Coral directly by email at [corallyworldly@gmail.com](mailto:corallyworldly@gmail.com) or telephone 07797939637.

#### WHAT DO YOU NEED FROM NIGG COMMUNITY HALL?

What types of creative activity would you attend at Nigg Community Hall?

	Drama Group	Music Group	Art Group	Textiles Group	Dance Classes
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What types of sports activity would you attend at Nigg Community Hall?

	Badminton	Table Tennis	Indoor Bowls	Archery	Walking Football
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What types of community activity would you access at Nigg Community Hall?

	Seasonal Childrens events	Mother & Child Group	Concerts/Performance	Youth Group	Quiz Night
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Would you use the following services in Nigg Community Hall?

	Cafe	Community Shop	Pop Up Clinic	Computer Skills Class	Nigg Heritage Project
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Are you interested in healthy pursuits?

	Yoga	Pilates	Tai Chi	Self Defence	Exercise Classes
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Would you hire the hall for any of the following reasons?

	Wedding/Christening	Private Party	Childrens Party	Business Event	Run a Class / Group / Activity
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Would you be interested in becoming involved with the further development of the Nigg Community Hall?

	Committee Member	Volunteer	Support development as tourist destination	Support Regular Groups	Support as heritage Centre
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

#### DATA PROTECTION STATEMENT

The Nigg Community Hall Steering Group will comply with data protection law and in accordance with the Nigg Community Hall (Use of the Hall) and Nigg Community Hall (Data Protection) Policies. Your personal data will be held in a secure location and will not be divulged to any other organisation. Through the completion of this membership form you acknowledge that you have read and accepted the Data Protection statement.

Page 1 of 2 Please turn over

## NIGG COMMUNITY HALL QUESTIONNAIRE

### ABOUT YOU

To help us plan for the future it would help us to know a little about you.

What is your name?

What is your postcode?

What is your telephone number?

How old are you?

	Under 10 Years	10 - 30 Years	31 - 45 Years	46 - 60 Years	61+ Years
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

#### Additional Feedback -

Please feel free to add in any suggestions for activities, events or development in the box below.

Please post completed forms to Nigg Community Hall, Cobarfeild Cottage, Pitcalnie, Nigg IV19 1QP or e-mail to [hallsteering@hotmail.com](mailto:hallsteering@hotmail.com) or scan the qr code below to complete online.



Thank You For Your Support.

#### DATA PROTECTION STATEMENT

The Nigg Community Hall Steering Group will comply with data protection law and in accordance with the Nigg Community Hall (Use of the Hall) and Nigg Community Hall (Data Protection) Policies. Your personal data will be held in a secure location and will not be divulged to any other organisation. Through the completion of this membership form you acknowledge that you have read and accepted the Data Protection statement.

Page 2 of 2

# S.W.O.T

## analysis

### Strengths

- The hall is a substantial traditionally constructed building.
- Identity as a SCIO. Community Membership
- Skilled & professional steering group.
- Wider Community Support.
- Position next to NC500 route.
- Community regeneration Funding streams

### Weaknesses

- Aging population
- No current financial resources
- Repairs, maintenance and renewal required for the hall to re-open.
- Capacity of NCHSG to manage work.

### Threats

- Unsuccessful in funding applications to deliver works required.
- Lose community engagement.
- project is time sensitive - maintenance
- Hall is unsustainable due to low visitors

### Opportunities

- Development of hall as a multi-purpose, multi-generational community hub.
- Collaborate with Nigg Old Church to market as a wedding destination.
- Increase visitor numbers to the area via development of Nigg Heritage Project.
- Collaboration and partnership with neighbouring businesses.
- Attract new residents via the Green Freeport development.



## Appendix 3 – Table Funding Streams

Funding streams come and go. The SCVO have a [useful funding guide](#) for community organisations. The sources listed below included a brief description with values and deadlines for submission.

Project Element	Source	Item Description	Value	Open
Capital Investment	<a href="#">Community Regeneration Fund</a>	Delivers various external funding programmes to enable community-led local action. For community groups and organisations to apply for funding to deliver projects that respond to the needs of their local area and support positive change. Community Regeneration Funding is an umbrella term used to cover multiple community-led external funding programmes. Funding normally spent within 1 year.	No value specified.	Funds open at varying times throughout the year.
	Scottish Land Fund	Paul Harrington SLF/HIE assigned to Nigg Hall. Stage 2 Revenue Funding Examples: <ul style="list-style-type: none"> <li>• Employment of development/project officer – specifically tied to the project</li> <li>• Training (Landlord, woodland, governance, etc)</li> <li>• Promotional materials (to support membership launch)</li> <li>• Publicity / marketing</li> <li>• Professional project management support</li> <li>• Insurance</li> <li>• Project running costs for the first year</li> <li>• Site security</li> <li>• Mapping</li> <li>• Registration costs</li> <li>• QS fees</li> <li>• Land and buildings tax</li> <li>• Financial planning</li> <li>• VAT / financial consultancy</li> </ul>		31/3/2025 9/6/2025 18/8/2025
	<a href="#">Highland Council Rural Tourism Infrastructure Fund</a>	The fund supports collaborative projects across rural parts of Scotland that focus on improving the visitor experience. This is achieved by reducing pressure on infrastructure and negative impacts on communities due to large increases in visitor numbers.	from £150,000 up to £900,000 for larger or multi-site projects.	deadline 30 April 2025
	<a href="#">The National Lottery – Community Action Fund</a>	This funding is for communities in Scotland. By communities we mean people who share an identity, interest or experience. Or people living in the same place. We're looking for projects that will help people connect more with each other. We'll support projects that are open, inclusive and led by their community.	£20,001 to £250,000 for up to 5 years	ongoing
	<a href="#">The National Lottery – Scottish Land Fund</a>	To discuss what we might be able to support, please get in touch with the Scottish Land Fund team at The National Lottery Community Fund on <a href="mailto:advicescotland@tnlcommunityfund.org.uk">advicescotland@tnlcommunityfund.org.uk</a> or 0300 123 7110.	£5000 - £1 mill	ongoing
	<a href="#">SUEZ Communities Trust - Scottish Landfill Communities Fund Eligibility NGR ref NH8060672176</a>	Public Amenities (Object C): To provide, maintain or improve an amenity that is used primarily for leisure and recreation. The amenity must be open to all sections of the community for at least 104 days a year and/or Historic Buildings, Structures or Sites (Object E): The	<ul style="list-style-type: none"> <li>■ between £3,000 and £20,000 are available.</li> <li>■ The total project cost</li> </ul>	Deadline 14 May 2025



Project Element	Source	Item Description	Value	Open
		maintenance, repair or restoration of a building, other structure or a site of archaeological interest which is a place of religious worship, or a site of historic or architectural or archaeological interest and is open to the public.	<b>must be less than £40,000. Toilet Block?</b>	
<b>Core Costs</b>	<a href="#">HC Village Halls Grant</a>	Maximum of £500 per year. Halls are able to apply for up to 20 per cent of their annual running costs. Annual	£500.00	ongoing
	Tain Bingo	Write a letter to the committee for Tain Bingo.	Up to £1000	3 times per year
	Hope Invergordon	makes grants to community groups on an annual basis to assist with their running		
	<a href="#">North Highland Initiative</a>	Community projects	Up to £2000	ongoing
	<a href="#">The National Lottery – Awards For All Scotland</a>	You can apply for funding to deliver a new or existing activity or to support your organisation to change and adapt to new and future challenges.	£300 - £20,000	ongoing
<b>Heritage</b>	<a href="#">Heritage Lottery (Scotland)</a>	Funding projects that connect people and communities to the national, regional and local heritage of the UK.	£10k - £250k	Ongoing
	<a href="#">Heritage Lottery (Scotland)</a>	The application will usually go through two phases: a development phase of up to two years, enabling you work on your project proposal, and a delivery phase of no more than five years. If you think a two phase application is not right for your project, please contact your <a href="#">local office</a> to discuss.	£250 - £10 mill	Ongoing
<b>Community Development</b>	<a href="#">Gannochy Trust</a>	Youth Project <ul style="list-style-type: none"> <li>• <b>Project funding</b> for the delivery of projects and activities;</li> <li>• <b>Core funding</b> for operational costs such as salaries, overheads and day to day running costs; and</li> <li>• <b>Capital funding</b> to create or improve an asset, such as a new building or refurbishment.</li> </ul>	From £10k up to £30k	2 May 2025
	<a href="#">Barrack Charitable Trust</a>	<ul style="list-style-type: none"> <li>• The advancement of the arts, heritage and culture.</li> <li>• The provision of recreational facilities, or the organisation of recreational facilities, with the object of improving the conditions of life for the persons for whom the facilities are primarily intended.</li> <li>• The relief of those in need by reason of age, ill-health and disability.</li> </ul>	Up to £5k	30 April 2025



## Appendix 4 – Financial Projections

### Year 1 Financial Projection Nigg Community Hall

#### Project Costs Volunteer Led Year 1

	Start-up costs	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Jul	Aug	Total
Scottish Land Fund (Stage 1)	£ 5,098.88													£ 5,098.88
Fundraising/Donations	£ -													£ 7,000.00
Lets @ 5 per week @ £16 per hour x 52 wks	£ -		£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 7,040.00
Weddings/Children Events (8x250 x12)	£ -		£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 3,750.00
One Running Costs Required	£ 17,565.00													£ 17,565.00
Revenue Costs Required*	£ 10,001.00		£ 65,521.00											£ 75,522.00
Capital Investment Required	£ 19,099.88	£ 17,565.00	£ 67,411.00	£ 1,890.00	£ 2,140.00	£ 2,140.00	£ 1,140.00	£ 2,140.00	£ 1,140.00	£ 1,890.00	£ 890.00	£ 1,890.00	£ 1,890.00	£ 298,447.88
<b>Total Income</b>														
<b>SLF Stage 1</b>														
Structural Survey - CHS	£ 1,298.88													£ 1,298.88
Feasibility Cost Allan	£ 7,800.00													£ 7,800.00
<b>SLF Stage 2*</b>														
Building Purchase	£ 1.00													£ 1.00
Legal	£ 10,000.00													£ 10,000.00
Land and Buildings Tax applicable to purchases £149+	£ -													£ -
<b>Capital Expenditure</b>														
Capital Expenditure Structural Survey (incl 20% vat) option 1 insulation				£ 149,472.00										£ 149,472.00
Capital Expenditure Kitchen upgrade				£ 8,000.00										£ 8,000.00
*Planning Fees (1 project)				£ 1,200.00										£ 1,200.00
*Building Warrant (1 project)				£ 1,600.00										£ 1,600.00
*Project Manager (7 - 11 % of project cost)				£ 19,800.00										£ 19,800.00
*Installation of Security System				£ 5,000.00										£ 5,000.00
*CA Design Team (8 12% Project Cost)				£ 25,000.00										£ 25,000.00
Energy Survey projected cost funding available				£ 20,000.00										£ 20,000.00
<b>Revenue Start Up Core/Running Costs</b>														
*Public Liability Insurance		£ 3,000.00												£ 3,000.00
*Pat Testing		£ 300.00												£ 300.00
*Fire Extinguishers grade A x 2		£ 150.00												£ 150.00
*Premises License Alcohol (unlimited)		£ 1,000.00												£ 1,000.00
*Public Entertainment License (3 years)		£ 400.00												£ 400.00
*Bouncy Castle License (Annual)		£ 150.00												£ 150.00
Water Rates (commercial)		£ -												£ -
*Raffle License (annual)		£ 40.00												£ 40.00
*Web Hosting (Wix 2 years)		£ 450.00												£ 450.00
*Personal (alcohol) License (every 5 years)		£ 75.00												£ 75.00
*Signage		£ 200.00		£ 50.00			£ 50.00					£ 50.00		£ 400.00
*Telephone/Internet (fixed contract)		£ 100.00		£ 55.00		£ 55.00	£ 55.00				£ 55.00			£ 650.00
*Marketing		£ 500.00												£ 500.00
*IT (Laptops, mobile phones)		£ 1,000.00												£ 1,000.00
*Training & Development		£ 300.00												£ 300.00
*Cleaning/Caretaker	£ -	£ 500.00		£ 500.00		£ 500.00	£ 500.00		£ 500.00		£ 500.00		£ 500.00	£ 5,000.00
*Power (electric, gas, oil)	£ -	£ 2,000.00		£ 2,000.00		£ 2,000.00	£ 2,000.00		£ 2,000.00		£ 2,000.00		£ 2,000.00	£ 6,000.00
*Signage		£ 1,000.00												£ 1,000.00
Seelplay/Bouncy Castle Purchase	£ 5,000.00													£ 5,000.00
Maintenance Budget (includes cooler hoods)	£ -													£ -
*Furniture (tables, chairs, utensils)	£ -													£ -
*Cleaning Non Durable	£ 5,000.00													£ 5,000.00
*Cleaning Tank (empty)	£ -													£ -
Non Durable (resources e.g. coffee, tea etc)			£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 165.00
Entertainment hire (dances, concerts)			£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 2,000.00
*Cleaning Durables		£ 250.00												£ 250.00
<b>Total costs</b>	<b>£ 19,099.88</b>	<b>£ 10,000.00</b>	<b>£ 9,965.00</b>	<b>£ 230,792.00</b>	<b>£ 3,080.00</b>	<b>£ 1,060.00</b>	<b>£ 630.00</b>	<b>£ 2,580.00</b>	<b>£ 1,980.00</b>	<b>£ 630.00</b>	<b>£ 2,580.00</b>	<b>£ 630.00</b>	<b>£ 580.00</b>	<b>£ 282,657.88</b>
Income less costs	£ -		£ 57,425.00	£ 1,190.00	£ 1,060.00	£ 1,060.00	£ 510.00	£ 440.00	£ 60.00	£ 1,260.00	£ 1,690.00	£ 1,260.00	£ 1,310.00	
Add bank balance start of month	£ -	£ -	£ 57,425.00	£ 6,085.00	£ 6,085.00	£ 4,895.00	£ 5,965.00	£ 6,465.00	£ 6,025.00	£ 6,085.00	£ 7,345.00	£ 6,855.00	£ 6,915.00	
Cumulative bank balance at end of month	£ -	£ -	£ 57,425.00	£ 6,085.00	£ 4,895.00	£ 5,965.00	£ 6,465.00	£ 6,025.00	£ 6,085.00	£ 7,345.00	£ 5,685.00	£ 6,915.00	£ 8,225.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial cafe enterprise.

## Year 2 Financial Projection Nigg Community Hall

Project Costs Volunteer Led Year 2														
	Balance b/w/d	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Opening balance	£ 8,225.00													
Fundraising/Donations		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00	£ 1,000.00	£ 7,000.00
Lets @ 8 per week @ £16 per hour x 52 wks		£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 12,288.00
Café Let														
Weddings/Children Events @£250 x12	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Revenue Costs Required														
Capital Investment Required														£ -
Total Income		£ 2,274.00	£ 1,274.00	£ 2,274.00	£ 1,274.00	£ 2,524.00	£ 1,524.00	£ 2,524.00	£ 1,524.00	£ 2,274.00	£ 1,274.00	£ 2,274.00	£ 2,274.00	£ 23,288.00
Capital Expenditure														
Yr 2 Core/Running Costs														
Insurance														£ 3,100.00
Pat Testing														£ 300.00
Public Entertainment License Annual (Indoor)														£ -
Web Hosting(2 years)														
Bouncy Castle Licence Annual										£ 156.00				£ 156.00
*Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 300.00				£ 300.00
Stationery	£ 150.00						£ 150.00						£ 150.00	£ 450.00
Telephone/Internet (contract)	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 660.00
Marketing							£ 250.00							£ 250.00
Training & Development							£ 100.00							£ 100.00
Cleaning/Carer/aker	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 6,180.00
Power (electric, gas, oil)	£ -	£ 2,100.00			£ 2,100.00			£ 2,100.00				£ 2,100.00		£ 8,400.00
Entertainment hire (dances, concerts)			£ 500.00		£ 500.00				£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)														£ 600.00
Decoration														£ 600.00
Cleaning Materials		£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
Total costs	£ -	£ 2,840.00	£ 1,090.00	£ 590.00	£ 3,190.00	£ 2,290.00	£ 1,090.00	£ 2,690.00	£ 1,090.00	£ 4,466.00	£ 590.00	£ 2,690.00	£ 740.00	£ 23,366.00
Income less costs		£ 566.00	£ 184.00	£ 1,684.00	£ 1,916.00	£ 234.00	£ 434.00	£ 166.00	£ 434.00	£ 2,192.00	£ 684.00	£ 416.00	£ 1,534.00	
Add bank balance start of month	£ 8,225.00	£ 8,225.00	£ 7,659.00	£ 7,843.00	£ 9,527.00	£ 7,611.00	£ 7,845.00	£ 8,279.00	£ 8,113.00	£ 8,547.00	£ 6,355.00	£ 7,039.00	£ 6,623.00	
Cumulative bank balance at end of month	£ 8,225.00	£ 7,659.00	£ 7,843.00	£ 9,527.00	£ 7,611.00	£ 7,845.00	£ 8,279.00	£ 8,113.00	£ 8,547.00	£ 6,355.00	£ 7,039.00	£ 6,623.00	£ 8,157.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.  
Running costs increased by 3% each year in line with current inflation trends.

## Year 3 Financial Projection Nigg Community Hall

Project Costs Volunteer Led Year 3														
	Balance b/w/d £	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Opening balance	£ 8,157.00													£ 8,157.00
Fundraising/Donations		£ 1,000.00				£ 1,000.00		£ 1,000.00			£ 1,000.00			£ 7,000.00
lets @ 9 per week @ £18 per hour x 52 wks		£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 15,552.00
Café Let														
Weddings/Children Events @£250 x12														
Revenue Costs Required	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Capital Investment Required														
Total Income		£ 2,546.00	£ 1,546.00	£ 2,546.00	£ 1,546.00	£ 2,796.00	£ 1,796.00	£ 2,796.00	£ 1,796.00	£ 2,546.00	£ 1,546.00	£ 2,546.00	£ 2,546.00	£ 26,552.00
Capital Expenditure														
Yr 3 Core/Running Costs														
Insurance										£ 3,200.00				£ 3,200.00
Pat Testing										£ 300.00				£ 300.00
Public Entertainment License Annual (Indoor)										£ 235.00				£ 235.00
Bouncy Castle Licence Annual										£ 160.00				£ 160.00
Web Hosting(2 years)										£ 455.00				£ 455.00
*Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 300.00				£ 300.00
Stationery	£ 150.00						£ 150.00							£ 450.00
Telephone/Internet (contract)	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 720.00
Marketing							£ 260.00							£ 260.00
Training & Development							£ 120.00							£ 120.00
Cleaning /Caretaker	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 6,180.00
Power (electric, gas, oil)	£ -	£ 2,150.00			£ 2,150.00			£ 2,150.00				£ 2,150.00		£ 8,600.00
Entertainment hire (dances, concerts)		£ 500.00			£ 500.00	£ 500.00			£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)						£ 700.00								£ 700.00
Decoration						£ 700.00								£ 700.00
Septic Tank							£ 180.00							£ 180.00
Cleaning Materials	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
Total costs	£ -	£ 2,895.00	£ 1,095.00	£ 595.00	£ 3,245.00	£ 2,495.00	£ 1,305.00	£ 2,745.00	£ 1,550.00	£ 4,810.00	£ 595.00	£ 2,745.00	£ 745.00	£ 24,820.00
Income less costs		£ 349.00	£ 451.00	£ 1,951.00	£ 1,699.00	£ 301.00	£ 491.00	£ 51.00	£ 246.00	£ 2,264.00	£ 951.00	£ 199.00	£ 1,801.00	
Add bank balance start of month	£ 8,157.00	£ 8,157.00	£ 7,808.00	£ 8,259.00	£ 10,210.00	£ 8,511.00	£ 8,812.00	£ 9,303.00	£ 9,354.00	£ 9,600.00	£ 7,336.00	£ 8,287.00	£ 8,088.00	
Cumulative bank balance at end of month	£ 8,157.00	£ 7,808.00	£ 8,259.00	£ 10,210.00	£ 8,511.00	£ 8,812.00	£ 9,303.00	£ 9,354.00	£ 9,600.00	£ 7,336.00	£ 8,287.00	£ 8,088.00	£ 9,889.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.  
Running costs increased by 3% each year in line with current inflation trends.



## Year 4 Financial Projection Nigg Community Hall

### Project Costs Volunteer Led Year 4

	Balance b/fwd	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Opening balance	£ 9,889.00													£ 9,889.00
Fundraising/Donations		£ 1,000.00			£ 1,000.00			£ 1,000.00		£ 1,000.00		£ 1,000.00	£ 1,000.00	£ 7,000.00
Lets @ 9 per week @ £18 per hour x 52 wks		£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 15,552.00
Café Let														
Weddings/Children Events @£250 x12	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Revenue Costs Required														
Capital Investment Required														£ -
<b>Total income</b>		<b>£ 2,546.00</b>	<b>£ 1,546.00</b>	<b>£ 2,546.00</b>	<b>£ 1,546.00</b>	<b>£ 2,796.00</b>	<b>£ 1,796.00</b>	<b>£ 2,796.00</b>	<b>£ 1,796.00</b>	<b>£ 2,546.00</b>	<b>£ 1,546.00</b>	<b>£ 2,546.00</b>	<b>£ 2,546.00</b>	<b>£ 25,552.00</b>

### Capital Expenditure

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### Yr 4 Core/Running Costs

Insurance										£ 3,300.00				£ 3,300.00
Pat Testing										£ 300.00				£ 300.00
Public Entertainment License Annual (Renewal)										£ 400.00				£ 400.00
Bouncy Castle Licence Annual										£ 156.00				£ 156.00
Web Hosting														£ -
**Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 300.00				£ 300.00
Stationery		£ 160.00					£ 160.00						£ 160.00	£ 480.00
Telephone/Internet (contract)		£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 780.00
Marketing							£ 270.00							£ 270.00
Training & Development							£ 150.00							£ 150.00
Cleaning /Carpetaker		£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 6,360.00
Power (electric, gas, oil)	£ -	£ 2,200.00			£ 2,200.00			£ 2,200.00				£ 2,200.00		£ 8,800.00
Entertainment hire (dances, concerts)			£ 500.00		£ 500.00				£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)						£ 1,000.00								£ 1,000.00
Decoration						£ 1,000.00								£ 1,000.00
Septic Tank							£ 180.00							£ 180.00
Cleaning Materials		£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
<b>Total costs</b>	<b>£ -</b>	<b>£ 2,975.00</b>	<b>£ 1,115.00</b>	<b>£ 615.00</b>	<b>£ 3,315.00</b>	<b>£ 3,315.00</b>	<b>£ 1,375.00</b>	<b>£ 2,815.00</b>	<b>£ 1,115.00</b>	<b>£ 5,091.00</b>	<b>£ 615.00</b>	<b>£ 2,815.00</b>	<b>£ 775.00</b>	<b>£ 25,736.00</b>
Income less costs		£ 429.00	£ 431.00	£ 1,931.00	£ 1,769.00	£ 319.00	£ 421.00	£ 19.00	£ 681.00	£ 2,545.00	£ 931.00	£ 259.00	£ 1,771.00	
Add bank balance start of month	£ 9,889.00	£ 9,889.00	£ 9,460.00	£ 9,891.00	£ 11,822.00	£ 10,053.00	£ 9,734.00	£ 10,155.00	£ 10,136.00	£ 10,817.00	£ 8,272.00	£ 9,203.00	£ 8,934.00	
Cumulative bank balance at end of month	£ 9,889.00	£ 9,460.00	£ 9,891.00	£ 11,822.00	£ 10,053.00	£ 9,734.00	£ 10,155.00	£ 10,136.00	£ 10,817.00	£ 8,272.00	£ 9,203.00	£ 8,934.00	£ 10,705.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.  
Running costs increased by 3% each year in line with current inflation trends.

## Year 5 Financial Projection Nigg Community Hall

Project Costs Volunteer Led Year 5														
	Balance b/fwd	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
	£ 10,705.00													£ 10,705.00
Opening balance														
Fundraising/Donations		£ 1,000.00	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 100.00	£ 1,000.00	£ 1,500.00	£ 1,000.00	£ 100.00	£ 1,000.00	£ 1,000.00	£ 12,200.00
Lets @ 7 per week @ £16 per hour x 52 wks		£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 10,752.00
Café Let														
Weddings/Children Events @£250 x12	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Revenue Costs Required														
Capital Investment Required														£ -
Total income		£ 2,146.00	£ 2,646.00	£ 2,646.00	£ 2,146.00	£ 2,896.00	£ 1,496.00	£ 2,396.00	£ 2,896.00	£ 2,146.00	£ 1,246.00	£ 2,146.00	£ 2,146.00	£ 26,952.00
Capital Expenditure														
Yr 5 Core/Running Costs														
Insurance										£ 3,000.00				£ 3,000.00
Pat Testing										£ 300.00				£ 300.00
Public Entertainment License Annual (Indoor)														£ -
Bouncy Castle Licence Annual										£ 156.00				£ 156.00
Web Hosting (renewal for 2 years) e.g. Wix									£ 470.00					£ 470.00
Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 350.00				£ 350.00
Stationery	£ 160.00						£ 160.00						£ 160.00	£ 480.00
Telephone/Internet	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 780.00
Marketing							£ 280.00							£ 280.00
Training & Development							£ 150.00							£ 150.00
Cleaning /Caretaker	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 6,480.00
Power (electric, gas, oil)	£ -	£ 2,300.00			£ 2,300.00			£ 2,300.00				£ 2,300.00		£ 9,200.00
Entertainment hire (dances, concerts)			£ 500.00		£ 500.00	£ 500.00			£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)						£ 1,100.00								£ 1,100.00
Decoration						£ 1,100.00								£ 1,100.00
Septic Tank							£ 180.00							£ 500.00
Cleaning Materials	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
Total costs	£ -	£ 3,085.00	£ 1,125.00	£ 625.00	£ 3,425.00	£ 3,325.00	£ 1,395.00	£ 2,925.00	£ 1,595.00	£ 4,451.00	£ 625.00	£ 2,925.00	£ 785.00	£ 26,286.00
Income less costs	-£	939.00	£ 1,521.00	£ 1,521.00	-£ 779.00	-£ 429.00	£ 101.00	£ 529.00	£ 1,301.00	-£ 2,305.00	£ 621.00	-£ 779.00	£ 1,361.00	
Add bank balance start of month	£ 10,705.00	£ 10,705.00	£ 9,766.00	£ 11,287.00	£ 12,808.00	£ 12,029.00	£ 11,600.00	£ 11,701.00	£ 11,172.00	£ 12,473.00	£ 10,168.00	£ 10,789.00	£ 10,010.00	
Cumulative bank balance at end of month	£ 10,705.00	£ 9,766.00	£ 11,287.00	£ 12,808.00	£ 12,029.00	£ 11,600.00	£ 11,701.00	£ 11,172.00	£ 12,473.00	£ 10,168.00	£ 10,789.00	£ 10,010.00	£ 11,371.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.

Running costs increased by 3% each year in line with current inflation trends.

## Appendix 5 – [RICS3 Structural Survey](#)

## Appendix 6 – Evidence of Dissolved Company's Registration and Status

# NIGG COMMUNITY HALL

Company number **SC252798**

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Overview

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[People](#)

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Registered office address

**Culnaha Farm, Nigg, Tain, Ross Shire, IV19 1QP**

Company status

**Dissolved**

Dissolved on

**16 October 2015**

Company type

**Private Limited Company by guarantee without share capital use of 'Limited' exemption**

Incorporated on

**16 July 2003**

### Accounts

Last accounts made up to **30 November 2014**

### Annual return

Last annual return made up to **16 July 2015**

### Nature of business (SIC)

94990 - Activities of other membership organisations not elsewhere classified



## Project Costs Volunteer Led Year 1

	Start-up costs	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Jul	Aug	Total
Scottish Land Fund (Stage 1)	£ 9,098.88													£ 9,098.88
Fundraising/Donations	£ -			£ 1,000.00	£ 1,000.00	£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00	£ 1,000.00	£ 7,000.00
Lets @ 5 per week @ £16 per hour x 52 wks	£ -		£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 640.00	£ 7,040.00
Weddings/Children Events @£250 x12	£ -		£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 3,750.00
Core/Running Costs Required		£ 17,565.00												£ 17,565.00
Revenue Costs Required*	£ 10,001.00		£ 66,521.00											£ 76,522.00
Capital Investment Required				£ 177,472.00										£ 177,472.00
<b>Total income</b>	<b>£ 19,099.88</b>	<b>£ 17,565.00</b>	<b>£ 67,411.00</b>	<b>£ 179,362.00</b>	<b>£ 1,890.00</b>	<b>£ 2,140.00</b>	<b>£ 1,140.00</b>	<b>£ 2,140.00</b>	<b>£ 1,140.00</b>	<b>£ 1,890.00</b>	<b>£ 890.00</b>	<b>£ 1,890.00</b>	<b>£ 1,890.00</b>	<b>£ 298,447.88</b>

<b>SLF Stage 1</b>														
Structural Survey - CBS	£ 1,298.88													£ 1,298.88
Feasibility Coral Allan	£ 7,800.00													£ 7,800.00
<b>SLF Stage 2*</b>														
Building Purchase	£ 1.00													£ 1.00
Legal	£ 10,000.00													£ 10,000.00
Land and Buildings Tax applicable to purchases £150+	£ -													£ -

<b>Capital Expenditure</b>														
Capital Expenditure Structural Survey (incl 20% vat) option 1 insulation				£ 149,472.00										£ 149,472.00
Capital Expenditure kitchen upgrade				£ 8,000.00										£ 8,000.00
*Planning Fees (1 project)				£ 1,200.00										£ 1,200.00
*Building Warrant (1 project)				£ 1,600.00										£ 1,600.00
*Project Manager (7 - 11 % of project cost)				£ 19,800.00										£ 19,800.00
*Installation of Security System				£ 5,000.00										£ 5,000.00
*CA Design Team (@ 12% Project Cost)				£ 25,000.00										£ 25,000.00
Energy Survey (projected cost) funding available				£ 20,000.00										£ 20,000.00

<b>Revenue Start Up Core/Running Costs</b>														
*Public Liability Insurance			£ 3,000.00											£ 3,000.00
*Pat Testing			£ 300.00											£ 300.00
*Fire Extinguishers grade A x 2			£ 150.00											£ 150.00
*Premises License Alcohol (unlimited)			£ 1,000.00											£ 1,000.00
*Public Entertainment License (3 years)			£ 400.00											£ 400.00
*Bouncy Castle License (Annual			£ 156.00											£ 156.00
Water Rates (commercial)			£ -											£ -
*Raffle License (annual)			£ 40.00											£ 40.00
*Web Hosting (Wix 2 years)			£ 450.00											£ 450.00
*Personal (alcohol) License (every 5 years)			£ 75.00											£ 75.00
*Stationery			£ 200.00	£ 50.00			£ 50.00			£ 50.00		£ 50.00		£ 400.00
*Telephone/Internet (fixed contract)			£ 100.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 650.00
*Marketing			£ 500.00											£ 500.00
*I.T. (Laptop, mobile phone)			£ 1,000.00											£ 1,000.00
*Training & Development			£ 300.00											£ 300.00
*Cleaning /Caretaker	£ -		£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 5,500.00
*Power (electric, gas, oil)	£ -				£ 2,000.00			£ 2,000.00			£ 2,000.00			£ 6,000.00
*Signage			£ 1,000.00											£ 1,000.00
Softplay/Bouncy Castle Purchase		£ 5,000.00												£ 5,000.00
Maintenance Budget (includes cooker hoods)		£ -												£ -
Decoration		£ -												£ -
*Furniture (tables, chairs, utensils)		£ 5,000.00												£ 5,000.00
*Cleaning Non Durable			£ 50.00	£ 10.00	£ 10.00	£ 10.00	£ 10.00	£ 10.00	£ 10.00	£ 10.00	£ 10.00	£ 10.00	£ 10.00	£ 150.00
Septic Tank (empty)	£ -													£ -
Non Durables (resources e.g. coffee, tea etc)			£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 15.00	£ 165.00
Entertainment hire (dances, concerts)			£ 500.00			£ 500.00			£ 500.00					£ 2,000.00
*Cleaning Durables			£ 250.00											£ 250.00
<b>Total costs</b>	<b>£ 19,099.88</b>	<b>£ 10,000.00</b>	<b>£ 9,986.00</b>	<b>£ 230,702.00</b>	<b>£ 3,080.00</b>	<b>£ 1,080.00</b>	<b>£ 630.00</b>	<b>£ 2,580.00</b>	<b>£ 1,080.00</b>	<b>£ 630.00</b>	<b>£ 2,580.00</b>	<b>£ 630.00</b>	<b>£ 580.00</b>	<b>£ 282,657.88</b>
Income less costs	£ -		£ 57,425.00	£ 51,340.00	£ 1,190.00	£ 1,060.00	£ 510.00	£ 440.00	£ 60.00	£ 1,260.00	£ 1,690.00	£ 1,260.00	£ 1,310.00	
Add bank balance start of month		£ -	£ -	£ 57,425.00	£ 6,085.00	£ 4,895.00	£ 5,955.00	£ 6,465.00	£ 6,025.00	£ 6,085.00	£ 7,345.00	£ 5,655.00	£ 6,915.00	
Cumulative bank balance at end of month	£ -	£ -	£ 57,425.00	£ 6,085.00	£ 4,895.00	£ 5,955.00	£ 6,465.00	£ 6,025.00	£ 6,085.00	£ 7,345.00	£ 5,655.00	£ 6,915.00	£ 8,225.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.

Project Costs Volunteer Led

Year 2

	Balance b/fwd	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Opening balance	£ 8,225.00													
Fundraising/Donations		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00	£ 1,000.00	£ 7,000.00
Lets @ 8 per week @ £16 per hour x 52 wks		£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 1,024.00	£ 12,288.00
Café Let														
Weddings/Children Events @£250 x12	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Revenue Costs Required														
Capital Investment Required														£ -
Total income		£ 2,274.00	£ 1,274.00	£ 2,274.00	£ 1,274.00	£ 2,524.00	£ 1,524.00	£ 2,524.00	£ 1,524.00	£ 2,274.00	£ 1,274.00	£ 2,274.00	£ 2,274.00	£ 23,288.00

Capital Expenditure														
Yr 2 Core/Running Costs														
Insurance										£ 3,100.00				£ 3,100.00
Pat Testing										£ 300.00				£ 300.00
Public Entertainment License Annual (Indoor)														£ -
Web Hosting(2 years)														
Bouncy Castle Licence Annual										£ 156.00				£ 156.00
*Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 300.00				£ 300.00
Stationery		£ 150.00					£ 150.00						£ 150.00	£ 450.00
Telephone/Internet (contract)		£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 55.00	£ 660.00
Marketing							£ 250.00							£ 250.00
Training & Development							£ 100.00							£ 100.00
Cleaning /Caretaker		£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 6,180.00
Power (electric, gas, oil)	£ -	£ 2,100.00			£ 2,100.00			£ 2,100.00				£ 2,100.00		£ 8,400.00
Entertainment hire (dances, concerts)			£ 500.00		£ 500.00	£ 500.00			£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)						£ 600.00								£ 600.00
Decoration						£ 600.00								£ 600.00
Cleaning Materials		£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
Total costs	£ -	£ 2,840.00	£ 1,090.00	£ 590.00	£ 3,190.00	£ 2,290.00	£ 1,090.00	£ 2,690.00	£ 1,090.00	£ 4,466.00	£ 590.00	£ 2,690.00	£ 740.00	£ 23,356.00
Income less costs		-£ 566.00	£ 184.00	£ 1,684.00	-£ 1,916.00	£ 234.00	£ 434.00	-£ 166.00	£ 434.00	-£ 2,192.00	£ 684.00	-£ 416.00	£ 1,534.00	
Add bank balance start of month	£ 8,225.00	£ 8,225.00	£ 7,659.00	£ 7,843.00	£ 9,527.00	£ 7,611.00	£ 7,845.00	£ 8,279.00	£ 8,113.00	£ 8,547.00	£ 6,355.00	£ 7,039.00	£ 6,623.00	
Cumulative bank balance at end of month	£ 8,225.00	£ 7,659.00	£ 7,843.00	£ 9,527.00	£ 7,611.00	£ 7,845.00	£ 8,279.00	£ 8,113.00	£ 8,547.00	£ 6,355.00	£ 7,039.00	£ 6,623.00	£ 8,157.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.

Running costs increased by 3% each year in line with current inflation trends.

Project Costs Volunteer Led

Year 3

	Balance b/fwd	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Opening balance	£ 8,157.00													£ 8,157.00
Fundraising/Donations		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00	£ 1,000.00	£ 7,000.00
Lets @ 9 per week @ £18 per hour x 52 wks		£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 15,552.00
Café Let														
Weddings/Children Events @£250 x12	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Revenue Costs Required														
Capital Investment Required														£ -
Total income		£ 2,546.00	£ 1,546.00	£ 2,546.00	£ 1,546.00	£ 2,796.00	£ 1,796.00	£ 2,796.00	£ 1,796.00	£ 2,546.00	£ 1,546.00	£ 2,546.00	£ 2,546.00	£ 26,552.00

Capital Expenditure														
Yr 3 Core/Running Costs														
Insurance										£ 3,200.00				£ 3,200.00
Pat Testing										£ 300.00				£ 300.00
Public Entertainment License Annual (Indoor)										£ 235.00				£ 235.00
Bouncy Castle Licence Annual										£ 160.00				£ 160.00
Web Hosting(2 years)									£ 455.00					£ 455.00
*Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 300.00				£ 300.00
Stationery		£ 150.00					£ 150.00						£ 150.00	£ 450.00
Telephone/Internet (contract)		£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 60.00	£ 720.00
Marketing							£ 260.00							£ 260.00
Training & Development							£ 120.00							£ 120.00
Cleaning /Caretaker		£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 515.00	£ 6,180.00
Power (electric, gas, oil)	£ -	£ 2,150.00			£ 2,150.00			£ 2,150.00				£ 2,150.00		£ 8,600.00
Entertainment hire (dances, concerts)			£ 500.00		£ 500.00	£ 500.00			£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)						£ 700.00								£ 700.00
Decoration						£ 700.00								£ 700.00
Septic Tank							£ 180.00							£ 180.00
Cleaning Materials		£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
Total costs	£ -	£ 2,895.00	£ 1,095.00	£ 595.00	£ 3,245.00	£ 2,495.00	£ 1,305.00	£ 2,745.00	£ 1,550.00	£ 4,810.00	£ 595.00	£ 2,745.00	£ 745.00	£ 24,820.00
Income less costs		-£ 349.00	£ 451.00	£ 1,951.00	-£ 1,699.00	£ 301.00	£ 491.00	£ 51.00	£ 246.00	-£ 2,264.00	£ 951.00	-£ 199.00	£ 1,801.00	
Add bank balance start of month	£ 8,157.00	£ 8,157.00	£ 7,808.00	£ 8,259.00	£ 10,210.00	£ 8,511.00	£ 8,812.00	£ 9,303.00	£ 9,354.00	£ 9,600.00	£ 7,336.00	£ 8,287.00	£ 8,088.00	
Cumulative bank balance at end of month	£ 8,157.00	£ 7,808.00	£ 8,259.00	£ 10,210.00	£ 8,511.00	£ 8,812.00	£ 9,303.00	£ 9,354.00	£ 9,600.00	£ 7,336.00	£ 8,287.00	£ 8,088.00	£ 9,889.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.

Running costs increased by 3% each year in line with current inflation trends.

Project Costs Volunteer Led

Year 4

	Balance b/fwd	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Opening balance	£ 9,889.00													£ 9,889.00
Fundraising/Donations		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00		£ 1,000.00	£ 1,000.00	£ 7,000.00
Lets @ 9 per week @ £18 per hour x 52 wks		£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 1,296.00	£ 15,552.00
Café Let														
Weddings/Children Events @£250 x12	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Revenue Costs Required														
Capital Investment Required														£ -
Total income		£ 2,546.00	£ 1,546.00	£ 2,546.00	£ 1,546.00	£ 2,796.00	£ 1,796.00	£ 2,796.00	£ 1,796.00	£ 2,546.00	£ 1,546.00	£ 2,546.00	£ 2,546.00	£ 26,552.00

Capital Expenditure														
Yr 4 Core/Running Costs														
Insurance										£ 3,300.00				£ 3,300.00
Pat Testing										£ 300.00				£ 300.00
Public Entertainment License Annual (Renewal)										£ 400.00				£ 400.00
Bouncy Castle Licence Annual										£ 156.00				£ 156.00
Web Hosting														£ -
*Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 300.00				£ 300.00
Stationery		£ 160.00					£ 160.00						£ 160.00	£ 480.00
Telephone/Internet (contract)		£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 780.00
Marketing							£ 270.00							£ 270.00
Training & Development							£ 150.00							£ 150.00
Cleaning /Caretaker		£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 530.00	£ 6,360.00
Power (electric, gas, oil)	£ -	£ 2,200.00			£ 2,200.00			£ 2,200.00				£ 2,200.00		£ 8,800.00
Entertainment hire (dances, concerts)			£ 500.00		£ 500.00	£ 500.00			£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)						£ 1,000.00								£ 1,000.00
Decoration						£ 1,000.00								£ 1,000.00
Septic Tank							£ 180.00							£ 180.00
Cleaning Materials		£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
Total costs	£ -	£ 2,975.00	£ 1,115.00	£ 615.00	£ 3,315.00	£ 3,115.00	£ 1,375.00	£ 2,815.00	£ 1,115.00	£ 5,091.00	£ 615.00	£ 2,815.00	£ 775.00	£ 25,736.00
Income less costs		-£ 429.00	£ 431.00	£ 1,931.00	-£ 1,769.00	-£ 319.00	£ 421.00	-£ 19.00	£ 681.00	-£ 2,545.00	£ 931.00	-£ 269.00	£ 1,771.00	
Add bank balance start of month	£ 9,889.00	£ 9,889.00	£ 9,460.00	£ 9,891.00	£ 11,822.00	£ 10,053.00	£ 9,734.00	£ 10,155.00	£ 10,136.00	£ 10,817.00	£ 8,272.00	£ 9,203.00	£ 8,934.00	
Cumulative bank balance at end of month	£ 9,889.00	£ 9,460.00	£ 9,891.00	£ 11,822.00	£ 10,053.00	£ 9,734.00	£ 10,155.00	£ 10,136.00	£ 10,817.00	£ 8,272.00	£ 9,203.00	£ 8,934.00	£ 10,705.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.

Running costs increased by 3% each year in line with current inflation trends.

Project Costs Volunteer Led

Year 5

	Balance b/fwd	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Total
Opening balance	£ 10,705.00													£ 10,705.00
Fundraising/Donations		£ 1,000.00	£ 1,500.00	£ 1,000.00	£ 1,500.00	£ 1,500.00	£ 100.00	£ 1,000.00	£ 1,500.00	£ 1,000.00	£ 100.00	£ 1,000.00	£ 1,000.00	£ 12,200.00
Lets @ 7 per week @ £16 per hour x 52 wks		£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 896.00	£ 10,752.00
Café Let														
Weddings/Children Events @£250 x12	£ -	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 4,000.00
Revenue Costs Required														
Capital Investment Required														£ -
Total income		£ 2,146.00	£ 2,646.00	£ 2,146.00	£ 2,646.00	£ 2,896.00	£ 1,496.00	£ 2,396.00	£ 2,896.00	£ 2,146.00	£ 1,246.00	£ 2,146.00	£ 2,146.00	£ 26,952.00

Capital Expenditure														
Yr 5 Core/Running Costs														
Insurance										£ 3,000.00				£ 3,000.00
Pat Testing										£ 300.00				£ 300.00
Public Entertainment License Annual (Indoor)														£ -
Bouncy Castle Licence Annual										£ 156.00				£ 156.00
Web Hosting (renewal for 2 years) e.g. Wix									£ 470.00					£ 470.00
*Water Rates (commercial)														£ -
Raffle License (Annual)										£ 20.00				£ 20.00
Security System Maintenance (annual)										£ 350.00				£ 350.00
Stationery		£ 160.00					£ 160.00						£ 160.00	£ 480.00
Telephone/Internet		£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 65.00	£ 780.00
Marketing							£ 280.00							£ 280.00
Training & Development							£ 150.00							£ 150.00
Cleaning /Caretaker		£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 540.00	£ 6,480.00
Power (electric, gas, oil)	£ -	£ 2,300.00			£ 2,300.00			£ 2,300.00				£ 2,300.00		£ 9,200.00
Entertainment hire (dances, concerts)			£ 500.00		£ 500.00	£ 500.00			£ 500.00					£ 2,000.00
Maintenance Budget (includes cooker hoods)						£ 1,100.00								£ 1,100.00
Decoration						£ 1,100.00								£ 1,100.00
Septic Tank							£ 180.00							£ 500.00
Cleaning Materials		£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 20.00	£ 240.00
Total costs	£ -	£ 3,085.00	£ 1,125.00	£ 625.00	£ 3,425.00	£ 3,325.00	£ 1,395.00	£ 2,925.00	£ 1,595.00	£ 4,451.00	£ 625.00	£ 2,925.00	£ 785.00	£ 26,286.00
Income less costs		-£ 939.00	£ 1,521.00	£ 1,521.00	-£ 779.00	-£ 429.00	£ 101.00	-£ 529.00	£ 1,301.00	-£ 2,305.00	£ 621.00	-£ 779.00	£ 1,361.00	
Add bank balance start of month	£ 10,705.00	£ 10,705.00	£ 9,766.00	£ 11,287.00	£ 12,808.00	£ 12,029.00	£ 11,600.00	£ 11,701.00	£ 11,172.00	£ 12,473.00	£ 10,168.00	£ 10,789.00	£ 10,010.00	
Cumulative bank balance at end of month	£ 10,705.00	£ 9,766.00	£ 11,287.00	£ 12,808.00	£ 12,029.00	£ 11,600.00	£ 11,701.00	£ 11,172.00	£ 12,473.00	£ 10,168.00	£ 10,789.00	£ 10,010.00	£ 11,371.00	

\* As a SCIO the hall will be exempt from water rates and refuse collection through Business Stream and The Highland Council respectively until the SCIO introduces a commercial café enterprise.

Running costs increased by 3% each year in line with current inflation trends.

Ms. Coral Allan  
Nigg Community Hall Steering  
Group

Please ask for: Alison Clark

Our Ref:

Date:

Dear Coral

### **Nigg Community Hall – Letter of Support**

I am writing to you in support of Nigg Community Hall Steering Group's application to King's and Lord Treasurer's Remembrancer (KLTR) for the ownership of Nigg Community Hall through the Ownerless Property Scheme (OPTS).

We recognise that Nigg Community Hall is a well-used and much valued asset in the community. It was solely due to an administrative error that the hall has been identified by KLTR as an ownerless property.

At the early stages of the OPTS Highland Council (HC) was asked to consider taking on the ownership of the hall. On 29<sup>th</sup> October 2024 HC submitted an email to the KLTR acknowledging Nigg Hall's ownerless status and confirmed HC did not wish to take on ownership but would look for a suitable community ownership proposal and, through the Community Development team, work with Highlands and Islands Enterprise (HIE) and KLTR on the matter.

It was pleasing and encouraging to see how quickly the local community responded to the situation by establishing the steering group and then working proactively with the KLTR, HIE and the Scottish Land Fund to prepare an application to carry out a feasibility study and create a business plan. We appreciate the level of work required to get your proposal to this stage.

Please accept this letter as confirmation of Highland Council's full support of the proposal for the Hall to remain in community ownership. We recognise how this aligns with both the Highland Outcome Improvement Plan and Highland Council's Delivery Plan – Our Future Highland, which both prioritise partnership working to support communities to be sustainable and resilient. Recent community engagement carried out to prepare the Easter Ross Area Place Plan identified having access to local spaces where all ages could take part in activities and access services was important to people in the area. The proposals from the Steering



Group for the use of Nigg Hall fit in and respond to the placemaking priorities set out in these Plans.

Yours sincerely



Alison Clark  
Chief Officer – Housing and Communities  
Place Cluster  
Highland Council

Coral Allan  
Nigg Hall Steering Group  
Nigg Hall  
Nigg  
Ross-shire



Cllr Derek Loudon  
Abbian House  
Tower Street  
Tain  
Ross-shire  
IV19 1DY

Dear Coral

28<sup>th</sup> March 2025

**Support for Nigg Hall Steering Group**

I write to support the attempts by the Nigg Hall Steering Group to support the actions of the group in securing the transfer of the property from the King's Lord Treasurer's Remembrancer back to the community and their subsequent attempts to fundraise to secure the future of the hall.

I support the Group in making applications for grant funding for the preparation of a feasibility study and business plan and wish you every success with this venture.

Please don't hesitate to contact me again if you need any further support.

Thanks & Regards

Cllr Derek W Loudon  
Ward 7, Tain & Easter Ross  
Highland Council



25<sup>th</sup> March 2023

Coral Allan  
Nigg Hall Steering Group  
via Email

Dear Coral,

I hope this letter finds you well. On behalf of Sumitomo Electric U.K. Power Cables Ltd. (SEUK-CL), I would like to express our gratitude for the opportunity to engage with the Nigg Hall Steering Group and discuss ways in which we can support your efforts to make a positive and lasting impact on the community.

As a company, we are deeply committed to our corporate social responsibility (CSR) initiatives and recognize the importance of building strong, collaborative relationships with the communities where we operate. We understand the important role that facilities such as the Nigg Hall play in connecting communities and providing that essential social aspect.

We are pleased to share that once our facilities are operational and with a functioning workforce (Projected for August 2026), we will be aiming to establish a social committee who will receive a set annual budget to decide on how to best support local initiatives by the following (not exhaustive list) of methods:

1. **Financial Contributions:** We will aim to provide donations or funding support to assist with ongoing and upcoming local projects or charitable donations. The committee will meet once per month to review all requests received and maintain the set budget to ensure it is distributed fairly and is sustainable for the full Financial Year.
2. **Employee Volunteering:** We will encourage our employees to actively participate in community service, and will commit to supporting such volunteer work. We plan to organize a team of volunteers to assist with various community activities or projects providing both hands-on support and leadership when needed.
3. **Sponsorship & Partnerships:** We have been approached by a number of potential sponsorship opportunities for key events & teams within the local communities. Our members will be happy to collaborate on such partnerships that align with both our company values and the goals of the community.

4. **Environmental Initiatives:** Sustainability is a core value for us, and we are committed to supporting environmental programs and practices that align with local green initiatives. This may include efforts such as local clean-up events, tree planting, and waste reduction projects.
5. **Community Awareness:** We will leverage our platforms to raise awareness of important issues and initiatives that benefit the local community. Through our website, social media channels, and other marketing efforts, we will amplify the great work of the surrounding community associations and encourage greater community involvement.

We are excited to be in the early stages of recruitment and bringing a large number of potential opportunities to the surrounding region. It may be an opportunity to use the Nigg Hall Facilities to deliver such messages and update regarding the project as well as the potential employment opportunities that will be coming in the near future?

We believe that together we can create a meaningful, positive impact on the lives of residents in our shared community. Please let us know if there are any specific areas where we can offer additional support or if you would like to discuss these initiatives in further detail.

Thank you for all the important work you are doing, and we look forward to collaborating with you in the future.

Best regards,

**Mr Rikki Keanie**

HR Business Partner

Sumitomo Electric U.K. Power Cables Ltd

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Rory Gunn  
Global Energy  
Via Email

20<sup>th</sup> March 2025

Dear Mr. Gunn,

I hope this letter finds you well. I am writing on behalf of the Nigg Hall Steering Group to seek information about your business and to find out how the hall might link with you in the future. Historically the purpose of the hall has been to facilitate the functioning of community groups, events and as a catalyst to community activity more broadly. Unfortunately, the pandemic led to a much less active committee and a community less used to coming together and socialising and since 2020 the hall has been underused by the community.

Following a period of inaction during the pandemic, the hall struggled to regain a full and regular programme. In 2024 The King's and Lord Treasurer's Remembrancer (KLTR) -the body which administers ownerless property on behalf of the Crown - contacted the Nigg and Shandwick Community Council to highlight the status of Nigg Community Hall and to discuss steps the local community can take to have the hall returned to community ownership.

As a result of this communication, local people formed the Nigg Community Hall Steering Group. The group are seeking to understand what a future programme and offer might look like if the community were to regain ownership of the hall.

We are in the process of carrying out a feasibility study and business plan for Nigg Community Hall to explore its viability as a community asset.

We are contacting local businesses and would be pleased if you would take time to respond to the following questions:

1. How might your business develop meaningful links with people from the local community and the Nigg Community Hall?

Our company already enjoy meaningful relations with the local community.

Every quarter we hold the "Nigg Liaison" meetings, with members of the local community council and councillors to discuss what is going on at the Port of Nigg and within the communities.

The Nigg community members are also typically consultees during any major planning applications submitted at the Port of Nigg. We have typically hired the Nigg hall to hold such public consultation events with the members of the Nigg community.

2. Might your business make use of the facility as a venue for corporate events or occasions?

In the past, we have hired the Nigg hall to facilitate community planning consultation meetings.

It is unlikely we would use the hall for corporate events, however, if a large part (40+ people) were visiting the port, we may look to hire the hall as our own conference rooms are insufficient to host a part of that size.

3. Does your business have any areas of expertise that they might be able to offer the people and facilities in Nigg and neighbouring communities?

None in particular, but we have provided ad-hoc joinery labour to support maintenance at the hall in the past.

4. Are there any areas of work where we might collaborate to maximise impact and reach a wider audience?

Global Energy Nigg have worked with the Nigg community on a number of initiatives over the past years and are open to assisting with community events when we are able to do so.

5. Does your organisation have a corporate responsibility policy, and if so how might this be utilised to support people from the community and the Hall? Does this policy include procedures around supporting community organisations financially, through sponsorship or donation of resources or equipment?

Our company does have a corporate responsibility policy, but it does not provide a direct linkage to supporting the local community or the facilities within the community. However, Global Energy Nigg Ltd do provide donations to a number of charitable organisations and community initiatives at both Nigg and Cromarty.

Your response will be helpful in aiding us better understand how to build positive and valuable relationships with neighbouring businesses. We are at the final stages of developing a feasibility study and business plan and will be submitting an application to the KLTR. Potential links with local businesses will strengthen our case as we hope to regain ownership of the Nigg Community Hall.

Yours Sincerely

Coral Allan

On behalf of the Nigg Hall Steering Group

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