

BUSINESS PLAN



June 2021

Banff Macduff and District Men' Shed

Proposal in support of an application for Asset Transfer of the former
Fife Street School, Macduff to Banff Macduff and District Men's Shed

Index to contents

1. EXECUTIVE SUMMARY

2. PURPOSE OF PLAN

3. BUSINESS DETAILS (Charity)

3.1 History

3.2 Present Limited Activity

3.3 Future Development Plans

3.4 Work Experience and Qualifications

4. PRODUCTS & SERVICES

5. THE MARKET

5.1 Market research

5.2 Customers

5.3 Competitors

5.4 Pricing

5.5 Distribution

5.6 Branding & design

5.7 Promotion & selling

6. OPERATIONS

6.1 Staff & others involved

6.2 Premises

6.3 Legal

6.4 Suppliers

6.5 Quality

6.6 Information technology

6.7 Environmental

Index continued.

7. FINANCE

7.1 Capital expenditure

7.2 Income

7.2.1 Grants

7.2.2 Donations

7.2.3 Fundraising

7.2.4 Contingency Funds

7.3 Overheads

7.4 Financial forecast

7.5 Building fabric maintenance & upkeep

7.6 Longer term business aims

8. APPENDICES

8.1 SWOT Analysis

8.2 Year-end Balance Sheet

8.3 Three Year Forecast

8.4 Company & Charity Registration

8.5 Energy Report Outline

8.6 Sketches - Internal floorplan

- External footprint

8.7 Site Map

8.8 Letters/Articles of support and validation

8.9 Assets Listing

8.10 Public Consultation Feedback - sample

1. EXECUTIVE SUMMARY

Men's Sheds are a community-based, non-profit, non-commercial organization accessible to all, providing a proven safe, friendly and healing environment where people are able to work on meaningful projects at their own pace in their own time in the company of others. It provides a supportive inclusive environment for people to gather, volunteer, work, teach, learn and seek fellowship with other like-minded people, to assist promote and stabilize the mental, physical, emotional and economic wellbeing of people in our community.

Men's Sheds can be likened to garden sheds – a place to pursue practical interests at leisure, to practice skills and enjoy making, mending & re-cycling. The difference is that garden sheds and their activities are often solitary in nature while Men's Sheds are the opposite. They are about inclusivity and mutual support, regardless of gender, age, ethnicity, political or religious persuasion. Men Sheds are about connections, social interaction, friendship building, support in health matters and wellbeing, sharing knowledge and skills, of course, a lot of laughter

Long established research has shown the negative impact of loneliness and isolation on a person's health and wellbeing. Recently we have seen more evidence come to light that shows loneliness and isolation can be as hazardous to our health as obesity and excessive smoking. Surveys from mental health charities are confirming the reality of growing sections of our population reporting feelings of continual isolation, exclusion and loneliness within our own communities.

Both men and women can be affected but reports show that men typically find it more difficult to build social connections than women and unlike women of a similar age, less older men have networks of friends and rarely share personal concerns about their health, e.g. Prostate problem awareness, and personal worries. It is not the case for all men, but for some, when retirement comes, it can feel like personal identity and life-purpose is lost. Men's Sheds demonstrably help to change that.

Sheds are about 'inclusive' meeting of like-minded people and having someone to share your worries with. They are about having fun, sharing skills and knowledge with others and fostering a renewed sense of purpose and belonging. By function and as a by-product 'Sheds' reduce feelings of exclusion, isolation and loneliness, they support peoples' wellness and can assist dealing with physical & mental health challenges more easily and remain independent, frequently supporting the rebuilding of community and, in many cases, have saved lives.



2. PURPOSE OF PLAN

After nearly 4 years specifically searching for a suitable premise for the Banff Macduff and District Men's Shed, this Business Plan has been compiled to support our application for an 'Asset Transfer' of the former Fife Street School building in Macduff.

Our Business Plan seeks to detail the positive case, as there are little apparent negatives, for Asset Transfer of the building from Aberdeenshire Council to the Banff, Macduff and District Men's Shed.

The Plan highlights the suitability and sustainability to and by the Men's Shed and seeks to illustrate further examples of the benefits this transfer could practically provide to our wider local Community.

3.0 BUSINESS DETAILS (Charity)

Banff Macduff & District Men's Shed.

Unit 5, 83 North Castle Street Banff AB45 1JJ

██

██

Charity no. SCO48855

Inaugural date: August 2018

3.1 History

Following several limited attempts over a number of years the Banff, Macduff & District Men's Shed was eventually established August 2018. We gained charitable status on the 21st. November 2018. Originally, we were meeting in a room provided by a local public house.

However, early in 2019 following changes to the Committee, a positive and ambitious plan was put in place to secure premises in the short term which was planned to assist kick-start the group.

3.2 Present limited activity

Having actual space to meet and work has attracted new members and allowed us to start undertaking projects that have in turn built our profile and reputation in the community. After receiving a generous donation from another local charity, we were able to temporarily rent 2 small industrial units in March 2019, recently reduced to 1 Unit .

With the move to these temporary premises, we were able to undertake an increasing number of community-supporting projects such that it soon became obvious to members we were limited in both in size and capability as demand quickly evidenced

With the Covid outbreak we unfortunately had to reduce this footprint further down to 1 Unit primarily for storage purposes only for our increasing range of workshop tools and equipment pending eventual relaxation of Covid restrictions. Initial projects included:

- Design, build and installed a new counter for the Deveron Age Concern Shop in Macduff
- Built a prop for the local Council.
- Helped Friends of Tarlair with beach clean and gala days.
- Cleared debris from the Macduff Primary School grounds
- Cleaned and re-stained benches for the residents of Airlie Gardens, establishing links with the residents and gaining new members.
- Made bird nesting box kits and welcomed the Macduff Brownies to assemble and install these.
- Assist installing and removing the Banff & Macduff Christmas lights 2018/19/20
- Assisted Deveron FM (Local Radio Station) at roadshows, which has led to one member presenting a regular show on the radio and another being trained.
- Erected and dismantled the stage platform for the Deveron Singers for their Annual concert at the Banff Academy
- Hosted the Christmas Toy bank run by mothers from the local Mum's & Tots group distributing donated toys to families less well off.
- We made window staging and notice boards for use by the Deveron Age Concern Shop in Macduff.
- Made improvements to enhance facilities at the temporary premises we rented by extending plumbing and drainage systems to allow fitting of a kitchen area and storage facilities, laying floor coverings, installing broadband all donated by local businesses
- We committed to help residents of Hutcheon St. plant up their Street Planters in Spring of 2020
- We raised funds by selling and by raffles various products made by members, wood-turning, doll's houses, bird feeders, planters, pot plants, tablets, vouchers, distributed donated laptops to isolated needy, assisted with local 'In-Bloom' projects
- We upcycled products for selling at Macduff Market and Deveron Age Concern

3.2 Present limited activity cont.d

It was agreed from the outset that 36 months lease of our new premises would be financially easily achievable and at the end of that period we would need and actively search for an alternative location for the long-term viability of the group and activities. We have in place a stop-gap storage facility in the event that it's required but obviously one move to a permanent home would be preferable.

Fife Street School building is obviously a more suitable 'permanent' premises to enable the range of community-support activities, meeting venue and platform to continue to grow our (Covid interrupted) community projects and initiatives

3.3 Future development plans

As noted, our current temporary premises is severely restricted in terms of size and facilities and consequently our ability to handle the surprising demand multiple projects within our community is significantly curtailed and impeded. Since our inception we have been searching for suitable premises to meet our needs. To date, with the sale of the Ramsay School or former Kingswell Nursery building, there is factually no other local suitable building with space and facilities to enable us to continue to grow and extend our support activities.

The former Fife Street school building would be suitable for our needs in the future, being a suitable size to allow us, and selected other community interests, to expand our membership and range of activities. Our would be our further aim is to utilize parts of the building on an as-required basis as a resource center to maximise the use and value of this effectively last remaining sizeable building of this type retained within, and for the select use by, our local and Men's Shed community.

There is, for example, the opportunity to develop a 'drop-in' amenity or shared 'meeting area for the numerous groups who have expressed an interest in sharing such a necessary and, as we emerge from post-Covid restrictions 'new-normal', vital facility within our community district.

Further the grounds and surrounding external garden area requires improvement to reverse current neglected appearance of the building and surroundings which will have a positive visual impact on the area and in-turn will attract new members.

Many of the interested unfortunately cannot afford or justify maintaining having a full-time premises on their own, for example the Banff 'toy- bank' through Christmas 2019 and others.

Recognizing post-Covid protocols, we have a significant and committed membership with particular expertise (see section 3.4 below) and competencies eager to actively contribute to the maintenance of the building and the increased activity levels which would be afforded by the establishment of such long-sought local facility and amenity

3.4 Work experience & qualifications

The depth and breadth of experience and skills of our members are advantageously varied

Our members come from a variety of backgrounds and have a wide range of skills and experience. Members are very keen to offer their expertise to help with the running of the Men's Shed. Members get a great deal of satisfaction from helping and often benefit from a reinvigorated feeling of self-worth. Having the wide spectrum of Trade, Technical and Professional expertise voluntarily on-hand, has already helped save us time and money. It further assists the many varied tasks to be undertaken and completed in a timely manner. This ensures the Men's Shed will continue in a proper and professional manner and provides a good proven foundation to maintain these high standards in our future development.

Our members have valuable lifetime experience in variety of industry sectors including: -

Historic building conservation	Hospitality & Catering
Building & Construction	Media & Broadcasting
Farming & Agriculture	Travel & Tourism
Boat building	Forestry
Fishing	Engineering
Transport & Haulage	Health Service
Horticulture	Retail
Project Management & risk assessment	Information Technology

From this experience our members accumulated a variety of expertise including: -

Joinery & Carpentry, Electrical & Plumbing, Building, Historic Building Restoration & Maintenance, Teaching & Instructing, Accountancy, Medical Practitioner, Public Relations, Project Management & Planning, Engineering & Mechanical, Retail Management, Broadcasting and Media, IT Management, Logistics & Planning

In addition to skills and experience through employment, many of our members have further skills gained through their interests and hobbies.

This wealth of experience has contributed to the upkeep and improvement of our current temporary premises and will ensure similarly the continued maintenance, upkeep an enhancement of former Fife Street School by Men's Shed to an excellent high standard.

Men's Shed have consulted a range of Advisers including -

Bank: The Bank of Scotland, Low Street, Banff

Aberdeenshire Council

Scottish Men's Shed Association and other Men's Shed around our district

4.0 PRODUCTS & SERVICES

Our Product/Service is to provide a place where people 18+ could meet socialize, build, repair and upcycle, use skills that have been developed over years and pass them on to others and to connect with other community groups, assisting them when we can.

This will in turn with our help allow other groups to meet their full potential.

We appeal to individuals who find themselves isolated in the community they live in as a result of unemployment, redundancy, retirement, physical or mental ill health or disability, divorce or bereavement for example.

This has become even more acutely necessary and timely in view of recent Covid restrictions and normal public restraints leading to widespread increased isolation.

The need for the establishment of a local Men's Shed premises within our community operated under its ethos of –

inclusivity and mutual support, regardless of ability/disability, gender, age, ethnicity, political or religious persuasion,

which has arguably never been more necessary.

With Asset Transfer of the Fife Street School, it is our intention to develop this premises sensitively and specifically in an environmentally friendly and sustainable manner to maintain its asset value within our community. For example, we would investigate acceptable installation of Solar panels for energy assistance, to also enhance the visual amenity by mobile and raised horticultural beds and features etc.

We would further develop the many discussions currently underway with other community groups for outdoor learning, exercise, socializing and sensory benefit, and with the host of other interested parties emerging from the ongoing Public Consultation and canvassing process. Naturally all such proposed activities would be subject to industry-standard Risk Assessment procedures and controls .

Hard-standing ground surrounding the premises adds a significant value to the range of activities we can undertake and offer both practically and from a health and well-being perspective to the community.

5.0 THE MARKET

5.1 Market research

Our catchment Area is some 16 or so miles around Banff & Macduff although this is not a hard and fast rule, and some come from further afield

Despite present limited facilities, we have in a short time attracted 42 signed-up members in addition to over 170 Facebook followers

We have been contacted by other social care groups who feel that we could contribute to the overall 'Care Sector' facilities in this area.

We have recently been contacted by a representative of the Fishermen's Mission which covers Fraserburgh, Banff and Macduff. The Fisherman's Mission supports all working and retired fishermen, they have requested a meeting to discuss how we can work together. We also attended the "Fits Happening" event at Chalmers Hospital in Banff and were overwhelmed by the interest and support from the other organisations in attendance, many of whom have also contacted us with a similar view, i.e. working together and providing much needed support within our Community. Although we are aware that we cannot fix many of the problems that people face, members are convinced we can be part of the solution process.

Although our 'Market' is regrettably space-limited by our current temporary premises, the potential for membership growth virtually unlimited. As news of our existence becomes more widely known, our membership is continually increasing. The acquisition of Fife Street School as a 'permanent' premises would only accelerate our growth and activity range given post-Covid protocols and responsibilities

The establishment of former Fife Street School as a permanent base would be of particular benefit, engaging an increased membership and facilitating the development of broader range of activities in better support of our community.

5.2 Customers

- As previously stressed given our over-arching principles of 'inclusivity and mutual support, regardless of gender, age, ethnicity, disability, political or religious persuasion, our target users are people normally aged between 18 and 70+ from all backgrounds. Our current membership includes professionals, people from many industries, both employed and self-employed, businessmen and musicians amongst an array of many others.
- Individuals who find themselves as a result of retirement, physical or mental ill health, divorce or being widowed amongst others, being isolated in the community they live. There are groups in our area who help these people get back on track but need to find opportunities to ensure that their clients journey continues and that they do not

5.2 Customers cont.

revert to their previous situation or conditions. Providing a support network and information on a range of health

- Our catchment area is 16 or so miles around Banff & Macduff although this is not a hard and fast rule as it is possible to be a member of more than one Men's Shed
- Normally pre-Covid we were open 2x days and 1x evening a week, however as demand increases and members require more access, we see the need for and would plan to add more days.
- As previously stated, we have been approached by a significant number of groups interested in sharing premises, as an occasional 'drop-in' venue. Although this was one of our main goals the number of groups who have expressed interest in premises 'sharing' has surprised us.

5.3 Competitors

In our immediate area there is no other organisation offering what Men's Shed do, the nearest being Aberchirder and Turriff. Although it would be with extreme reluctance, in the event we cannot establish a premises as Fife Street School the committee realize we may be forced to dissolve the local Men's Shed organisation and advise those mobile members to travel to alternatives at Turriff or Aberchirder.

5.4 Pricing

In order to be inclusive there are no membership fees, all members are welcome.

5.5 Distribution

Most of our restored items are delivered and collected by the owner. When attending Markets and Events, we transport our equipment and goods in member's vehicles. Obviously in keeping with pandemic guidelines such distribution and collections would be governed by post- Covid protocol requirements

5.6 Branding & design

We are part of the Scottish Men's Shed Association and as such are permitted to use the SMSA logo.

5.7 Promotion & selling

a) We regularly take a table at the monthly Macduff Farmers Market

b) We manned a table advertising the Banff Macduff and District Men's Shed at the local Tesco Store. We had a very successful day and will be repeating this in the near future at Tesco and at the Co-operative store in Banff.

c) We spent a day bag packing at the local Tesco store and will be repeating this, we have also been asked to do the same at the Co-operative store in Banff.

d) We are listed on the SMSA (The official Scottish Men's Shed Association) website.

e) We have had an advertisement on the local Community radio station and have posters at various locations around both Macduff & Banff

f) We have attended Galas and events locally, including Tarlair Gala and Coastal Fringe Festival, often accompanying and assisting Deveron FM. We have already been asked back and are looking forward to Coastal Fringe Festival 2020

g) The events we have attended are usually well attended by our members, incurring little or no costs as we are often invited with free entry, which gives us valuable opportunity to network with the Community and often attract new members.

h) We are always planning ahead and looking for avenues and events which will allow us to promote the Men's Shed and also raise funds. We take advantage of the Christmas market, i.e. making Christmas decorations and gifts, in the winter and spring we make and sell bird feeders and nesting boxes. When attending events, we have a sales table with various products showcasing our member's talents and skills. However, as we emerge from the pandemic and with due adherence to applicable post-Covid guidelines, we see the need increasing to resume our support activities to our community

6.0 OPERATIONS

6.1 Staff & others involved

- All our staff are Volunteers, and we have no plans to employ staff. We may need to re-assess this depending on future demand and selected premises usage
- Operations take place In-house and at various local locations as needed. We take great pains to ensure that any project we undertake for private individuals does not impact upon any local business that could do the work required.
- We have a meeting every week on Thursday evening at 7pm. All members are welcome. We discuss the everyday operations of the group and discuss ongoing projects and upcoming events. This is an opportunity for every member to get involved and have their say. It is also a very good opportunity for socialising and meeting other members.
- We attended the Macduff Market on the last Saturday of each Month. Our table is manned by members who volunteer on an informal rota basis, most members are keen to help.

- There are several Galas and Events that we attend throughout the year. These are manned by our members who volunteer their time. We set a rota to ensure that the stall is manned at all times and also allow members time to enjoy the event if they wish to do so.
- Pre-Covid we were open; Tuesday from 10.30am – 3.30pm
Thursday from 6pm – 9pm
Sunday from 11am – 3pm

(Note; these opening times were suspended in light of recent pandemic restrictions.

We plan to resume as soon as post-Covid protocols permit)

- These hours will increase as our membership increases. We only advertise the times that we know we can commit to in order to avoid disappointing visitors or potential new members etc.

6.2 Premises

- We currently have temporary rent of the commercial Unit 5, 83 North Castle Street, Banff, but trust this application enables the Asset Transfer of Fife Street School to the Men's Shed to provide a 'permanent' footprint we can develop.
- We request a 99-year lease duration (*or a mutually acceptable alternative period*) at a rent of £100 per annum (*or a mutually acceptable alternative amount*).
- It is our intention within 2 years to raise funds to purchase the premises at the current market value applicable at that time (*or at a mutually acceptable similar alternative occasion*)
- The former Fife Street School, Macduff comprise of single story (with small ca. 3500 x 5000mm boiler room under) of typical 1930 construction in pointed stonework, with extensive upgrading and refurbishment evident about 25 years ago. Both central section and NE projecting wing have pitched slated roofing. Adjoining wings to NW & SW have extensive flat roofs in 2x elevations. Double-glazed uPVC windows fitted throughout. From central corridor axis the premises layout affords 4 common-sized large classrooms with lowered suspended ceilings with traditional lighting off to LHS (S) and to NE, an additional Wing currently fitted out as a self-contained Junior school/Nursery. The S aspect glazes classrooms are in habitable condition with ample power points (unconfirmed electrical supply/function) 3 classrooms carpeted & 1x classroom anti-static floored & wired for IT workstations. Building contains in total 8 toilets facilities providing 2x purpose designed Disabled toilets with potential for gender-neutral facilities

Note; Building and surroundings are showing neglect symptoms with damage to external doors (*main entrance door viewed with ca. 35mm airgap below permitting rodent entry*), window

glazing bars, window ventilation cowls, front entrance steps coping damage, back exit ramp coping & handrails missing, All rainwater goods defective, gutters & gutter boxes vegetation-filled, gutter drains blocked, guttering downpipes dislodged & loose, 'Expelair' fan cowls missing & damage to NE wing. Also noted some flashing was dislodged, a boiler controls access panel removed/under service/investigation, and established Gull nesting location with customary aggressive Gull behaviour evident. Some evidence of vandal damage and Tarmac surrounding hard-standing in poor order with established weed infestation to soft & hard-standing surroundings progressing.

Minimal internal refurbishment is required, which will be easily achieved by the members. We have received donations of large amount of tools paint & materials. The building has an extensive Fire alarm system and extinguishers (which will need normal periodic inspection). The building has disabled access ramps to all doors except basement boiler-room.

6.2 Premises cont.

Maintenance. Planning forward, due to the wealth of competencies and experience (see section 3.4 - Work Experience and qualifications) the members are convinced the building will be enhanced and are committed to ensuring the fabric maintenance of the former Fife Street School is continued to suitably high standard commensurate with a community 'hub'.

The building has alarm & fire control systems which we presume to be in working order. A full energy review is planned (pending Aberdeenshire Council supply of energy costs) when Covid restrictions lift, the results of which will advise on any future investment opportunity for environmentally sustainable and best energy-efficient systems, e.g. LEDs, Solar panels, etc.

- The building is suitable for immediate occupation by the Men's Shed considering the in-house skills we have. Some immediate remedial work is urgently required to prevent the future deterioration due to the roof, guttering and pointing being allowed to disrepair. See further reference in section 7.5 below
- The building has degraded significantly over the last year and winter period which has caused members concern and some feeling of urgency to adopt immediate maintenance responsibility for the building as further delay or lack of habitation will only result in increased levels of expenditure to return the premises to an appropriate level

6.3 Legal

- Insurance responsibilities would be maintained to mutually acceptable requirements.

- We will need to talk with the local planners regarding what we can and cannot do with regard to temporary structures such as a polytunnel, greenhouse or shed.
- We have an in-house accountant to help with OSCAR reports etc.
- We use the SMSA recommended HSE and Risk Assessment recommendations and legal documentation.
- We pay an annual SMSA membership fee of £25 and would engage a Solicitor to represent us as and when required

6.4 Suppliers

- Most of our products and materials used for up cycling have been donated. The small amount of materials that we sometimes require, i.e. glue paint etc. is sourced locally. We have accounts with Trend DIY and the Spotty Bag Shop who are very helpful and keen to support the Men's Shed and do offer us generous discounts.
- Deveron Age Concern are continually looking for items that we can up cycle and sell in their shop. e.g. They give us plates and we make cake stands. The cake stands are then sold in their shop and we get the proceeds.
- The Good Sleep Company has offered us some furniture which can be repaired and up cycled. We will sell the finished products Online and at the Macduff Market and at some of the events that we attend throughout the year. We will set aside a small area in our premises where we can display finished items for sale.
- The Plough Inn Macduff bought new furniture and gave us their old chairs. A clean up and some minor repairs before being repainted or offered as "up cycle your own" has proven very popular.
- We are continually being offered goods for up cycling. Unfortunately, a lack of storage space and a limited amount of workspace is inhibiting our ability to keep up with the demand at the moment. The extra space and footprint at the Fife Street School will undoubtedly be a great asset.

6.5 Quality

- We endeavour to produce and restore items to a very high standard. We are asked to restore items that are of sentimental value and feel it is important that these objects are

treated appropriately. Items for selling should also reflect the high standards that are attainable by our members.

- A few of our members will attend a course to enable us to PAT Test items in- house. This is not only necessary for Health and Safety but will also be useful when restoring or making items for selling

6.6 Information technology

- We currently have one base computer, and a broadband link has been donated. We would like to establish more base premises computers and teach members who currently have no internet connection how it could enhance their lives and what they need to do to protect themselves against scams, phishing etc.
- We have an in-house member who is experienced in computer security etc.
- We already have a domain name registered and an in-house web designer
- We applied for and were granted 5x laptops are in process of distributing these with familiarization training to members in need

6.7 Environmental

In the last 36 months our waste profile has been minimal, certainly far less than an average household. We recycle as much as possible are continually looking for ways to reduce waste and help protect our environment.

Most of our products and projects involve recycling and we always look to use environmentally friendly or biodegradable materials where possible.

Although as a charity we qualify for 100% water rates discount, in accordance with our stated policy – to embrace best environmentally sustainable systems; we intend to arrange to harvest rainwater to supply horticultural features etc. (refer Sketch 2A; Fife Street School – External footprint)

7.0 FINANCE

7.1 Capital expenditure

- We currently have a well-equipped workshop. We secured a Grant from Aberdeenshire Council for £5,000 for tools and another £2,000 from Wee Grants for Wee Groups. We also regularly receive donations of tools and materials from local groups, organisations and from the general public. Most of the donations are from retired tradesmen and are of a professional standard and are good quality items.
- For list of Assets please refer to attached **Appendix 8.9** covering.

7.2 Income

We do not have one guaranteed source of income i.e. Membership Fees. We do however have several sources of income available to us.

7.2.1 Grants

Robertson Trust £2,000

Aberdeenshire Area Initiative Fund - £5,000, paid February 2020

Co-Operative Community Fund - £313.67, received April 2020
(with a further larger sum to be paid October 2020)

Cora foundation resilience fund - £1350, received May 2020.

Scotmid Community Grant - £310, application approved, and

Aberdeen Student Show Charity - unknown sum, approved end Covid restriction

Scottish Government Grant 2020 - £10000 received May 2020

CORA Community Grant - 'Shift the Power' £1773.00. 20th January 2021

7.2.2 Donations

We receive donations from the public for whom we do repairs or make items for. These are obviously on an ad-hock basis as the frequency and value of the donations can vary considerably. However, as our fame / notoriety increases more and more people contact us for this service which we are very happy to take on.

- Deveron and District Age Concern £1,500 + £300
- Macduff Shellfish £300
- Spotty Bag Shop £300

Whilst we do not need to sell however on occasion, we make items that are very saleable and so we offer them to the public at the local farmers market and this will of course continue.

7.2.3 Fund raising

We have undertaken various fundraising activities such as raffles, coffee mornings and even an evening of entertainment. We are constantly seeking new and innovative ideas to raise funds. As soon as the current post-Covid restrictions ease we will resume these fund-raising activities.

Note our plan to lease the premises with a view to purchase within 2 years has been estimated in the light of the phased post-Covid easing of restriction

- We are continually looking at the different Grants available to us and have been very successful with our applications in the past.
- We have been approached by a number of groups who have further stated their willingness to support the Men's Shed with a number of substantial grant aids. We fully expect that valuable support will not just continue but increase.
- There is a diminishing number of Trades and Craftsmen who can repair cherished items. The wide variety of members in our Shed, with the array of tools and equipment that we have, seems to be attracting a lot of interest and we are continually being asked to restore and repair tired or damaged goods.
- We held a fundraising night in Macduff in December 2019. This proved very successful and is something that we will definitely repeat. It is also a revenue stream that can be exploited at any time if a need for a quick cash injection is required.
- There is quite a demand for up-cycled products at the moment, this is something as a group we actively support this welcome trend. We will continually look at the marketplace and investigate potential sales trends.
- Our main goal is the benefits and support we provide to our members, and the wider community with regard to their wellbeing, and their physical and mental health etc. Income is secondary but we are aware that we do need money too. We will continue to explore appropriate revenue streams.

7.2.4 Contingency Funds

A Patron Scheme has been established to help out in the case of a lean period or in the case of unexpected emergencies. Our scheme is similar to the Patron Scheme used by Portsoy Boat Festival, albeit on a smaller scale. Patrons pledge to provide financial support to a maximum of £300 if called upon. To date we have 9 signed-up Patrons. The Patron scheme will be re-assessed annually, and participants contacted to confirm their continued support. Patrons will only be called on as a last resort.

7.3 Overheads

Our main overhead is Rent – 1 Units at £200 per month = £200 per month. We cannot reasonably sustain this. We agreed to rent these premises for one year to allow us to get established and assess the need for a Men's Shed in our area. In view of the feedback, local support and increasing membership we are all agreed that there is a requirement, and that we need to do what we can to continue.

As no permanent premises have been secured to date, we will eventually and reluctantly have to relinquish our temporary Unit premises prior to this winter and advise our mobile membership to join other Men's Shed groups. It is our fervent wish to avoid this eventuality through securing the 'permanent' footprint of the Fife Street School

In the event of securing the former Fife Street School our projected costs will be -

Item	£ per annum
Rent	100.00 (proposed)
Insurance	3100.00 estimated, Council quotation
Heat & Light	600.00 estimated, based on previous year
Admin	300.00 estimated, based on previous year
Tools and Equipment	500.00 estimated, based on previous year
Building Maintenance	1000.00 estimated, *see note below
Telephone and Broadband	300.00 estimated, based on previous year
Fundraising expenses	400.00 estimated, based on previous year
Total	6300.00

**Note. We would seek to account for this sum annually (adjusted appropriately to reflect standard inflationary cost increase) to accumulate a fund to assist continue the upkeep and maintenance of the former Fife Street School building fabric in good order. Further we would plan to seek nominal assistance from other 'Center' users as appropriate to contribute to light, heat, upkeep, and maintenance of the premises on an auditable non-profit basis.*

Cost of materials for repairing and up-cycling goods for sale will vary and will be recovered by the sales revenue. Items are usually donated therefore margins are high,

sometimes 100%. The costs incurred to repair or refurbish personal items will be covered by the owner. In the past we have always received a small deposit to cover costs before work started.

7.4 Financial forecast

We currently have £10,000. Projected expenditure to end October '21, see **Appendix 8.2**

2021 month (£)	July	August	September	October
Rent	200	200	200	200
Heat & Light	50	50	50	50
Insurance	20	20	20	20
Admin	-	-	-	-
Subtotal	270	270	270	270
Running total	270	540	810	1080

The £10,000 that we have in the bank will more than cover the running costs till the end of October, leaving us with a significant surplus to cover building maintenance and fitting of the Fife Street school. If by October end we do not have a clear plan for relocation, we will review the situation and reluctantly be forced to act accordingly. Following 'Lockdown' restrictions we will strive to continue meeting on a regular basis in a bid to ensure that the 'Shed' will re-open as soon as possible.

We are fortunate to be chosen as one of the nominated charities in the current round of Co-op Community Fund. We anticipate further future remittances from this fund. This contribution together with others will help contributions considerably and will go some way towards securing our future.

Men's Shed have approached and been heartened by many positive response indications of funding support willingly available from sources including but not limited to the following-

- a) Vattenfall Foundation Scotland
- b) Climate Challenge Fund
- c) National Lottery – Community Led Activity
- d) Trusthouse Charitable Foundation
- e) Garfield Weston Community Project
- f) Barrack Charitable trust
- g) Crown Estate Capacity Grant

- h) Lottery Heritage Fund
- i) Banff & Buchan – Area Initiative Fund
- j) Co-op Community Funding

7.5 Building fabric maintenance & upkeep

Of significant if not ultimate importance to our members is the subject of building/Asset maintenance. Quite apart from members' wealth of lifetime expertise eager for projects as detailed in 3.4 above, the Men's Shed would have a particular vested interest in the potential for the maintenance and improvement of any Community asset which allowed the establishment of a shared base or 'Shed'

In the event of Asset Transfer, the establishment of a Men's Shed base in the former Fife Street School building would be planned as soon as current restrictions subside. Some assistance,

7.5 Building fabric maintenance & upkeep cont.

would be welcomed, as has been most gratefully offered, from Aberdeenshire Council authorities to facilitate access for surveys - 'Energy Assessment' etc. With Council assistance we held a 'Public Consultation Day' attended by interested parties who were overwhelmingly positive in support of our plans, and the ongoing canvassing of community opinions further underlines strong feelings regarding building retention for the community with many proposals and suggestions for building usage forthcoming

Banff, Macduff & District Men's Shed have an outline plan to be initiated, for example –

7.5.1 Continue acceptable Insurance coverage & certification for Fife Street School premises-

7.5.2 Foremost priority would be to preserve the integrity of the building including the process of comprehensive survey to identify any remedial maintenance works required is underway-

- A- Multiple external glazing bars dislodged from windows
- B- X-pel Air/Vent cover broken off the SE elevation toilet.
- C- Handrail and coping stones dislodged from E doorway access ramp
- D- External doors refurbishment
- E- Grass surrounds trimmed & hardstanding weeds/growths cleared
- F- Degrading external woodwork maintenance prep' & paint
- G-Drains clearance & Guttering & flat roofing clearance
- H-Refuse & Recycling bins sourced & station secured
- I- Fire extinguisher banks recertification & Plan posting

7.5.3 Permissions would be sought, with plans submission where required, for planned footprint development etc., this exercise is ongoing as the process of canvassing for Public Consultation feedback evolves.

7.6 Longer term business aims

7.6.1 We envisage that the Banff, Macduff and District Men's Shed will flourish in the same manner as other Men's Sheds throughout the country and abroad. We know there is a great need, which has been reinforced by recent Public Consultation, for a Men's Shed in our community area and we are committed to ensuring our continuity

7.6.2 Moving to Fife Street School location in a prominent area will raise our profile and will attract new members. The additional space will allow us to increase our activities in support of the community, again attracting more members and securing both our future growth and the retention and development of a valuable facility and activity center of significant benefit to the Community.

8.0 APPENDICES

8.1 SWOT analysis

8.2 Year-end Balance Sheet

8.3 3-year Forecast

8.4 Company & Charity Registration

8.5 Energy Report Outline

(full detailed ERP development is planned pending easing of Covid restrictions and identification of numbers and types of groups encouraged to avail of the facility)

8.6 Fife Street School Sketches; 1A. Internal – Floorplan

2A. External - Footprint

8.7 Site Map

8.8 Letters/Articles of support & validation

8.9 Asset Register/Listing

8.10 Public Consultation Feedback - sample