



Our Ref: AK/HM

**Angela Keith**

Interim B&B Area Manager

Mrs Pat Wain

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14 February 2020

**If you have any difficulty reading this document please contact Heather McKay on 01467 530700**

Dear Mrs Wain

### **Friends of Tarlair - Asset Transfer Request Application**

This letter is to acknowledge receipt of your asset transfer request in relation to Pavilion Block, Tarlair.

I confirm that the request is made in accordance with the legislation and all required information has been provided. The validation date for this asset transfer request is 11 October 2019.

I confirm that no other asset transfer request has been received in relation to the property to which your request relates. However, the Council has already initiated proceedings with a view to otherwise disposing of the property. We therefore consider that the Council is not prohibited by section 84(2) of the Act from selling, leasing or otherwise disposing of the property described above to someone, despite your request having been received.

Notice of this asset transfer request will be published online at <http://www.aberdeenshire.gov.uk/communities-and-events/asset-transfer/> and sent to any tenants or occupiers of the land or building. Any representations made to the Council about this request will be copied to you at the contact address provided in your request, and you will have at least 20 working days to comment on them.

The request has been considered as follows:

- 16 October 2019 Acknowledgement letter sent in receipt of formal application to Friends of Tarlair.
- 19 October 2019 Application discussed at Asset Transfer Meeting. A deadline for officers with Banff and Buchan Asset Transfer Steering group to formally provide written feedback to Area Manager by 21 November.
- 21 November 2019 Request for officers to consider questions which the group need to answer.
- 03 December 2019 Letter and questions sent to Friends of Tarlair with deadline for response 10 January 2020.
- 09 January 2020 Response to questions received from Friends of Tarlair.
- 21 January 2020 Asset Transfer Group met and discussed their application.
- 07 February 2020 Sub Asset Transfer Group met and agreed to ask Friends of Tarlair to reconfigure their business plan and return it to Area Office by 5.00 pm Wednesday, 26 February 2020.

Further consideration will be given as follows:

- 14 February 2020 Notice of Asset Transfer Request published.
- 02 March 2020 Asset Transfer Group meet to finalise their recommendation for the application.
- 13 March 2020 Representations received no later than 5 pm.
- 16 March 2020 Draft Area Committee Monitoring Report.
- 19 March 2020 Final report for Area Committee.
- 25 March 2020 Area Committee Papers published.
- 31 March 2020 Banff and Buchan Area Committee Meeting

Notwithstanding the timeline as set out above, notice of our decision whether to agree to or refuse the request, and our reasons for that decision, as required law by 10 April 2020.

If you do not receive a decision by that date, you may apply for a review of the case. You may also apply for a review if your request is refused, or if the request is agreed but the decision notice specifies material terms or conditions which differ to a significant extent from those specified in the request. Guidance on applying for a review is available from me. An application for review should be sent to me.

If you have any questions about the asset transfer process, please do not hesitate to contact me.

Yours sincerely

Angela Keith  
Interim Area Manager Banff and Buchan