COASTAL COMMUNITIES FUND

2026-2027

The closing date for applications is 29th October 2026.
Please note late applications will not be accepted.

Please refer to the associated guidance when completing this application form.

All projects must be completed by 30th June 2027.

This is an application form for the Coastal Communities Fund managed by South Ayrshire Council. Please complete all parts of the form. If you require any clarification or additional information, then please contact grants@south-ayrshire.gov.uk

Amount of grant requested

TYPE OF GRANT	AMOUNT	PURPOSE	SELECT ONE
*Development grant	Up to £15,000	The Development Grant will assist groups to plan & develop small scale projects that will link into one of the priorities of the Coastal Communities Grant Fund. Projects will essentially make communities a more attractive place to live & work.	☒

Section 1: Organisation Details

Organisation Name	**Tarbolton Community Development Trust**
Organisation Address	**2 Smithfield Crescent, Tarbolton, KA5 5RL**
Type of organisation (voluntary organisation, charity, CIC, Ltd. by guarantee, SCIO, unincorporated association etc. or private sector)	**SCIO**
If a charity or Limited Company, please include your number	**SC054279**

Does your group/organisation have a bank account?	Yes ☒ No ☐ In progress ☐

Section 2: Contact details

Contacts	Lead Contact
Name	Matthew McColm
Position in Organisation	Development Officer/Trustee
	m.mccolm@tarbolton.org
	07944 525309

Section 3: Project Details

a. Project Title

Tarbolton Community Hub Design and Community Engagement

b. About your project, what are you seeking funding for?

Tarbolton Community Development Trust is seeking £5,992 to help turn local residents' ambitions for a community-owned Hub into a practical, costed proposal. Our aim is to create a welcoming and accessible place where people can meet, take part in activities, access support and contribute to village life.

Of the amount requested, £,992 will meet the remaining contribution towards a £31,992 professional design commission covering RIBA Stages 0-2, alongside £28,000 requested from the Scottish Land Fund. A further £2,000 will support consultation and project communications delivered by the Trust, helping residents understand the proposals and influence the emerging design.

The proposed Hub would occupy the site at 69-71 Montgomerie Street, in the heart of Tarbolton. Current proposals include a community hall, café, flexible multipurpose rooms, kitchen and servery facilities, office space, accessible toilets and storage. The professional work will test the brief, assess the site's opportunities and constraints, and develop an initial design and cost plan.

The value of the Hub lies in the opportunities these spaces could create. For someone living alone, an informal café or regular activity could provide a reason to leave the house, meet familiar faces and build friendships. For families, local activities could make participation easier and reduce the cost and difficulty of travelling elsewhere. For young people, involvement in shaping the Hub could help create opportunities that reflect their interests and strengthen their connection to the village.

Flexible rooms could enable organisations to bring learning, advice and support into Tarbolton. Residents who experience difficulties travelling because of cost, transport availability or mobility could benefit from more opportunities close to home. Designing accessibility into the project from the beginning will help us consider who might otherwise be excluded and how those barriers can be reduced.

Local groups would have a shared base from which to sustain and develop their work. Appropriate storage, kitchen facilities and adaptable rooms could make it easier for volunteers to organise activities, collaborate and respond to new needs. The design will explore how different uses can take place alongside one another, making the building useful throughout the week.

Community ownership would give residents a continuing voice in the facility's future. Income from the café and room hire would contribute towards operating costs, supporting the ambition to maintain affordable community access. A flexible building would also be better able to respond to changing needs over time.

Our consultation budget will help ensure that residents can influence these decisions while the design is developing. We will use printed information, paper and online feedback, and opportunities to discuss the proposals in person. Clear displays will help people understand the plans without needing technical knowledge. We will also report back on what people have told us and explain how their views have influenced the proposal.

The immediate outcome of this grant will be a better-developed, community-informed project, with clearer costs and a stronger basis for acquisition and future capital funding. It will help us establish how the community's ambitions can realistically be delivered and give residents a clearer understanding of the next steps towards their Hub.

What risks have you considered, and what steps will you take to keep the project sustainable over the long term?

TCDT has prepared a detailed Business Plan with financial projections and a formal Risk Register for Tarbolton Community Hub. These consider how the hub can be delivered, operated and sustained, alongside the social benefits it is intended to achieve. The Risk register identifies the likelihood and impact of individual risks, mitigation measures and responsibility for managing them. Trustees will review it as the project develops.

Our priority is to create a facility that remains useful, accessible and affordable for the community over the long term. The business plan provides a framework for testing whether the proposed activities, facilities and income can support that ambition. The design work funded through this application will allow us to refine those assumptions using a clearer understanding of the building, its costs and its operating requirements.

The business plan includes income from room hire, community events, café activity, fundraising and donations, with revenue funding supporting the early operating period. Its projections anticipate a transition towards greater reliance on earned income as use of the building develops. These are planning assumptions, rather than guaranteed income, and will be reviewed as the design and deliver Programme become clearer.

The business plan specifically recognizes the risks of lower-than-expected revenue, underused space and an unsuitable café operation. Proposed responses include monitoring bookings and financial performance, adapting the programme, testing café operating models and developing several sources of income. This will help protect the wider facility from becoming dependent on an activity that does not generate sufficient demand.

Any operating surpluses will support reserves, maintenance and community provision. Energy efficiency, practical maintenance requirements and running costs will be considered during design, helping us avoid choices that could make the Hub expensive to operate or restrict affordable access.

The main development risks are securing the required funding, completing the proposed Community Asset Transfer and keeping the design affordable. We have requested £28,000 from the Scottish Land Fund towards the £31,992 design commission. This remains subject to approval. We will not commence or commit expenditure covered by this application before funding approval, and the commission will proceed only when the necessary funding is in place.

The business plan identifies the possibility of unsuccessful asset transfer, insufficient capital funding, increased construction costs and programme delays. Its mitigation measures include maintaining dialogue with South Ayrshire Council, demonstrating community support, pursuing several funding sources and obtaining professional cost advice. Development will proceed in stages, with decisions informed by the funding, permissions and agreements available at each point.

The RIBA Stages 0-2 work will test the community brief against the opportunities and constraints of the site and produce an initial design and cost plan. This will allow us to identify affordability issues early and make informed choices before committing to later stages.

We have already completed a competitive procurement exercise through Public Contracts Scotland. Give submissions were assessed using weightings of 20% price, 75% quality and 5% community benefit, with Denham Youd identified as the preferred design team. A delivery programme will be agreed to ensure that the activity funded by this grant is completed by 30 June 2027.

The business plan recognises that the Hub’s success depends on community participation and continued support. A building that does not reflect residents’ needs risks being underused, regardless of the quality of its design.

The consultation and communications element of this application will help address that risk. TCDT will provide opportunities to contribute through printed information, paper and online responses, and face-to-face discussion. We will seek views from different age groups, local organisations and people with access requirements, helping identify needs that might otherwise be overlooked.

We will explain how feedback has influenced the proposals and be open about financial and practical constraints. This will help residents understand decisions, maintain confidence in the project and strengthen their sense of ownership. Engagement will also help us identify potential users and activities before the building opens.

The Risk Register also considers volunteer recruitment, trustee succession, staffing, safeguarding, health and safety, and loss of key partners. The business plan proposes clear responsibilities, documented procedures, training, succession planning and a supported volunteer programme to reduce dependence on individual people.

Trustees will oversee expenditure, progress and risk throughout development. As the operating model develops, staffing and volunteer arrangements will be matched to the activities and resources available. We will seek to complement existing local provision and maintain relationships with community groups and service partners.

c. What community will this project be delivered to and what communities will benefit?

The project will primarily serve Tarbolton, with opportunities for residents of surrounding rural communities to use the future Hub and participate in its activities. Our aim is to develop a shared community asset that welcomes people across generations and circumstances.

Olders residents and people living along could benefit from local activities and flexible spaces that respond to their interests. Involving them during development will help us consider how the building could support different ages and uses, rather than assuming that one type of space will meet everyone's needs.

Residents who face barriers to travelling elsewhere could benefit from activities and services being available closer to home. The design process will consider the physical abilities and the practical experience of using the building, including circulation, toilets and the arrangement of shared spaces.

Community groups and volunteers would benefit from a permanent base with suitable facilities and storage. Shared space could help groups develop new activities, work together and reach residents who are not currently involved. It could also make volunteering more manageable by reducing some of the practical difficulties of organising activities.

The development phase itself will give residents an opportunity to influence decisions about prominent site in their village. The additional consultation and communications

funding will help people understand the options, contribute their views and see how those views have been considered.

The longer-term ambition is a stronger network of local relationships, activities and support, backed by a community-owned asset that can respond to changing needs. The work funded through this application will establish a clearer and more credible route towards that outcome.

d. Can your project demonstrate that your project/organisation needs have been identified through consultation?
Yes ☒ No ☐
If yes, please include details of the consultation and a summary of the results.

The project builds on the Tarbolton Community-led Action Plan 2024–2030, which was developed following more than six months of consultation with residents. This provided an evidence base for local priorities and the improvements people wanted to see in their village.

We have built on this wider engagement with consultation specifically focused on the Community Hub. Our "Three Wishes" exercise invited residents to describe the three things they would most like to see in a new community facility. This allowed people to express their own ideas and priorities without being restricted to a predetermined list.

The responses have helped shape the proposed facilities and the emphasis on flexible, multipurpose space. The developing brief includes a community hall, café, rooms for activities and meetings, kitchen facilities and supporting accommodation. These proposals will be tested through the professional design process and further engagement.

The next stage will move consultation from broad aspirations to practical choices. Residents will be able to consider the emerging layout, how spaces might be used, accessibility and how different activities could take place together. This is important because a popular idea also needs to work in practice for the people who will use and manage it.

TCDT will lead this engagement, coordinating with the design team. Printed information and paper response options will complement online updates so that participation does not depend on internet access. Drop-in opportunities and clear displays will allow people to ask questions and give feedback without needing to interpret technical drawings unaided.

We will seek input from local groups, people of different ages and residents with access requirements. This will help identify needs that might otherwise be overlooked and allow us to test whether the emerging proposals would be welcoming and useful to a broad range of people.

Responses will be recorded and summarised, with the main themes shared with the design team and trustees. We will report back to residents on what we heard, how it

influenced the proposals and where practical or financial constraints affect what can be delivered.

We will assess the engagement through participation levels, the range of groups reached and the changes or decisions informed by feedback. This will provide evidence for future funding applications and help demonstrate that the Hub's development remains accountable to the community it is intended to serve.

e. **Which of the following Council plan priorities most aligns with your proposed project:**

Priority 1 – Spaces & Places ☒
Priority 2 – Live, Work, learn ☒
Priority 3 – Civic & Community Pride ☒

If linking into a place plan or a community action plan, please detail which priority it will be achieving. See here for local plans.

The project supports the Tarbolton Community-led Action Plan 2024–2030 by progressing proposals for a community-owned facility informed by local engagement. It will help translate residents' ambitions into a practical design and establish the evidence needed to seek further investment.

Spaces & Places
The proposed Hub would create accessible, shared community space on a central village site. This development phase will establish how the site can accommodate a useful mix of facilities, with attention to accessibility, flexibility and long-term operating requirements. The intended benefit is a place that residents can use regularly and that contributes positively to village life.

Live, Work, Learn
The Hub could provide space for learning, training, volunteering, activities and visiting services. Bringing opportunities into the village could make participation easier for residents who face travel, cost or mobility barriers. Flexible rooms would allow different organisations and groups to use the building, supporting a varied programme that can respond to local demand.

Civic & Community Pride
Community ownership would give residents a lasting role in the future of the facility. Involving people during design will help ensure that local knowledge influences decisions and that residents can see how their contributions have shaped the project. A shared, well-used community asset could strengthen relationships, support volunteers and create more opportunities for people to contribute to their village.

The grant will support the design and engagement needed to progress towards these benefits, while establishing what is affordable and achievable.

f. Please select the relevant priority (you can select more than one priority, if applicable):

- Deliver improvements to public places that will increase the number of visitors ☐
- make coastal communities more attractive places to live and work ☒
- demonstrate a strong link to local strategies and local place plans ☒

Estimated start date:	
Estimated completion date: (must be by 30th June 2027)	

g. **If your project relates to a property or land, please confirm whether you own, or lease the property or land**

own ☐ lease ☐

If lease, an indication that the owner is supportive or aware that plans will be required. Please detail how you will provide evidence of support, ie long term lease.

If lease, then a copy of the lease needs to be provided.

TCDT is progressing proposals to acquire the site at 69–71 Montgomerie Street for the development of Tarbolton Community Hub. The Trust does not currently own or lease the site.

This application relates to professional design, community consultation and project development. Acquisition will be subject to the necessary agreements and funding. Any access required for the development work will be agreed with the landowner, and evidence of the relevant arrangements will be provided as required.

h. Please tick/populate as appropriate:

Is the property a listed building? Yes ☐ No ☒

If Yes:

☐ I acknowledge that works to a listed building may require Listed Building Consent and that it is my responsibility to ensure all necessary permissions are obtained prior to commencing works.

i. Are you aware of the appropriate consents required for this project? Yes ☒ No ☐

Do you have:

- Statutory consents for your project in place ☐
- Planning, including listed building and conservation area consents ☐
- Building Warrants ☐
- Evidence of Pre application discussion ☐ Please include your reference number _____
- Not applicable ☒

Copies of any of the above need to be provided.

Section 4: Project Costs

How much funding are you requesting from the Coastal Communities Fund?
£
Are you applying for Revenue or Capital costs, or both?
Revenue ☐ £
Capital ☒ £5,992

Please provide a full break down of costs for your project for your application to be considered.

If applying for both revenue and capital, then please detail costs separately.

Item/Activity	**Cost**
RIBA Stages 0-2 Professional Design Commission	£3,992
Printed consultation leaflets, questionnaires and community feedback updates	£800
Consultation venue hire and basic refreshments	£350
Printed design displays and consultation materials	£450
Local promotion of consultation opportunities, including digital advertising	£250
Accessible and alternative-format consultation materials	£150
Total	

For development grant:
***3 quotes need to be provided for proposed works/items over £1000, quotes need to be dated within last 6 months – <u>if relevant quotes are not provided when submitting application, it will not be considered.</u>**

Section 5: Checklist

Please confirm you have the following documents:

Constitution/Memorandum & Articles ☒
Audited or independently verified accounts ☒
Last 3 months bank statements ☒

Section 6: Declaration & Conditions

I, on behalf of, Tarbolton Community Development Trust:

- Certify that to the best of my knowledge the information contained in this application is true and accurate and will adhere to the following terms and conditions;
- Understand that making this application does not entitle the organisation to funding as a right;
- Will not commence or commit any expenditure before receiving approval of the funding;
- Confirm that the quotations are bona fide competitive quotes;
- Will provide the External Funding officer with digital colour photos of the work, both before and after the work has been completed. I understand that these images will be kept on record and used for future publicity;
- Understand that this funding award does not cover retrospective work;
- Understand that to make any misleading statement in relation to this application could make the application invalid, or may mean the organisation has to repay the funding;
- Understand that this application is subject to appropriate checks and meets appropriate conditions such as planning, procurement guidelines, and other statutory consents; and
- I have read the associated guidance before completing and submitting this application form.
- Understands that if I do not provide satisfactory evidence of spend then the council may request, I repay the grant

Failure to return or complete and return any evaluations requested then I may not receive any future funding from South Ayrshire Council. I may be asked to repay the funds if I cannot provide evidence that they were used for the purpose intended.

Name of Person Completing Application: Matthew McColm

On behalf of: Tarbolton Community Development Trust

Date: 28/10/2026

Completed applications only should be saved as a PDF document and uploaded to

Your Area Your Voice Your Choice

Supporting documents should be e-mailed to grants@south-ayrshire.gov.uk

These include:

- Constitution
- Last 3 months bank statements
- Independently verified accounts
- Quotes (where required)