



MINUTES OF SPECIAL MEETING of the PLANNING COMMITTEE held in the COUNCIL CHAMBER, KILNCRAIGS, ALLOA, on TUESDAY 28 OCTOBER 2025 at 9.30 AM.

PRESENT

Councillor Denis Coyne (Chair)
Councillor William Keogh (Vice Chair)
Councillor Kenneth Earle
Councillor Fiona Law
Councillor Jane McTaggart

Councillor Scott Harrison (Attending as Ward 5 Councillor)
Councillor Kathleen Martin (Attending as Ward 5 Councillor)

IN ATTENDANCE

Kevin Wells, Strategic Director, Place
Sarah Goldberg, Legal Team Leader, Legal and Governance (Clerk to the Committee)
Rona Burns, Solicitor, Legal and Governance
Nicola Mack, Chief Accountant
Louise Wight-Boycott, Senior Accountancy Assistant
Lesley Baillie, Strategy & Performance Adviser
Melanie Moore, Committee Services, Legal and Governance
Gillian White, Committee Services, Legal and Governance (Minute)

PLA(25)19 APOLOGIES

Apologies were received from Councillor Martha Benny, Councillor Phil Fairlie, Councillor Mark McLuckie, and Councillor Bryan Quinn.

PLA(25)20 DECLARATIONS OF INTEREST

Councillor Coyne declared that as a ward councillor for Ward 5, the application came within his remit, but he advised that while he has in the past, spoken or attended meetings of the Town Hall Trust where lease arrangements have been discussed, he has not taken part in any discussions with the Town Hall Trust regarding matters on the Agenda. Therefore, he advised he would participate in the meeting.

PLA(25)21 CAT REQUEST – CLACKMANNAN TOWN HALL AND FORMER CAP

The report, submitted by the Strategic Director (Place), sought a decision in accordance with Part 5 of the Community Empowerment (Scotland) Act 2015 (“the Act”) on the Community Asset Transfer Request (“CAT Request”) made by Clackmannan Development Trust (“CDT”) for the purchase of Clackmannan Town Hall & Former CAP (the “Property”).

In presenting his report, the Strategic Director (Place), set out the recommendations within the report advising that there had been additional information that had become known since the Committee report had been published. He advised that Clackmannan Town Hall has a relay (electrically operated switch) as part of the IT system serving the Woodside Residential Unit for Children. He asked that an additional condition is applied to ensure that should the application be approved, that an IT solution to safeguard an IT system for Woodside is put in place before the Community Asset Transfer (CAT) is concluded. He assured the Committee that he has addressed this with IT colleagues and they are confident that there is an IT solution to this issue, but he felt it prudent to add in that additional condition to ensure a solution would be in place before the CAT is concluded.

He asked the Committee to consider that additional condition as part of the recommendations.

Motion

That Committee agrees the recommendations in the report as updated by the Strategic Director (Place) with the additional condition.

Moved by Councillor Denis Coyne. Seconded by Councillor Fiona Law.

The Chair gave the other two Ward 5 Councillors, Councillor Harrison and Councillor Martin, the opportunity to put forward their view on the application as part of the debate.

Decision

Having reviewed the CAT Request and having considered the requirements in the Act at sections 82 (3) and (4) and the statutory guidance published in terms of section 96 of the Act; the Planning Committee unanimously agreed to:

1. Approve the CAT Request application for Clackmannan Town Hall & Former CAP made by Clackmannan Development Trust subject to conditions set out in paragraphs 3.6 and 3.8 of the report, and as advised by the Strategic Director (Place); namely:
 - 1.1 As part of their CAT Request CDT have asked for vacant possession of the Property which the Council cannot comply with. Therefore, as the Committee has agreed to dispose the Property to CDT, then the legal documents will need to be suspensive on the Council obtaining a valid and signed Renunciation from the current tenants. Failure by the Council to obtain the Renunciation will mean the Council cannot proceed with the sale to CDT. Timelines will be incorporated into the legal documents in which to achieve the Renunciation by the Council. It has been confirmed by CDT that their proposal does not displace the existing activities currently being run in the Town Hall through the existing tenancy but commits to continuing them, and the community benefit it delivers.
 - 1.2 The proposal is dependent on the award of a Scottish Land Fund grant for the purchase price and on future grant funding for some of the capital improvements. Transfer of the Property is subject to CDT obtaining this funding and renunciation of lease outlined as above. It is expected that the Scottish Land Fund will decide on the application for funding in November 2025. None of these items themselves were grounds for refusal of the CAT Request.
 - 1.3 As Clackmannan Town Hall building has a relay (electrically operated switch) as part of the IT system serving the Woodside Residential Unit for Children, a condition is to be applied to ensure that an IT solution to safeguard an IT system for Woodside is put in place before the Community Asset Transfer (CAT) is concluded.
2. Delegate authority to the Clerk, in consultation with the Chair of the Committee, to issue a decision notice in terms of the Act.

Action

Kevin Wells, Strategic Director (Place)

Ends: 10.03 am