

Our Ref: GS/CATV002
Your Ref: CATV/002
Contact: [REDACTED]
Telephone: [REDACTED]
E-mail: NLCCommunityOwnership@northlan.gov.uk
Date: 16 January 2026



[REDACTED]
Glenmavis Community Group
[REDACTED]
[REDACTED]
[REDACTED]

Chief Executive's

Carolynne Coole
Interim Chief Officer
(Strategy and Engagement)
Civic Square
Windmillhill Street
Motherwell, ML1 1AB
www.northlanarkshire.gov.uk

Dear [REDACTED]

ASSET TRANSFER UNDER THE COMMUNITY EMPOWERMENT ACT

This letter is to acknowledge receipt of your asset transfer request in relation to Glenmavis Community Centre located at Coatbridge Road, Glenmavis, ML6 0NJ along with associated external land within the official boundary.

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 **Friday 16 January 2026**.

For information, the building/land has not been advertised for sale, nor has the Council entered negotiations or initiated proceedings with a view to transferring or leasing that land. We therefore consider that the Council is prohibited by section 84(2) of the Act from selling, leasing or otherwise disposing of the land described above other than to Glenmavis Community Group or any other organisation who submitted an application by the agreed deadline set for Friday 12 December 2025; until all requests have been fully concluded.

Notice of this asset transfer request will be published online on our [website](#), we will email you in advance of this happening. Any representations made to the Council about this request will be copied to you at the contact email address provided in your application, and you will have at least 20 working days to comment on them.

If further information or clarification is required, my colleague [REDACTED] will contact you directly to discuss this with you. It will be important to receive any additional information in advance of the scoring panel being convened to consider your application. The date of which will be shared with you beforehand.

Once the request has been considered by the scoring panel, the outcome from this panel will be reported to our executive panel (Chief Officer Group) for their consideration. We will give you notice of our decision whether to accept or decline your request, and our reasons for the decision, within 6 months of validation date, or a date mutually agreed between you and the Council.

If you do not receive a decision by the agreed 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 contained within section 10 of our [Community Ownership and Management of Council Owned Assets Policy](#). An application for review should be sent to NLCCommunityOwnership@northlan.gov.uk

If you have any questions about the asset transfer process, please contact me by email on: starkga@northlan.gov.uk or on the telephone number listed above.

Yours sincerely

— 
Assistant Community Partnership Manager