

## ARBROATH TOWN BOARD MEETING – 2 OCTOBER 2024 AT 7.00PM

Coast, Arbroath

**Present:** Peter Stirling (PS), Nevada Mitchell (NM), Brian Masson (BM), John Steel (JS), Barry Sellars (BS), Lois Speed (LS), Ross Fitzgerald (RF), Brian Cargill (BC), Fiona Doran (FD), Jade Mithell (JM), Simon Hewitt (SH), Victor West (VW), Jill Paterson (JP) (Angus Council).

**Apologies:** Susan Spink (SS), Stephen Gethins (SG), Lucy Byatt (LB), Alex Smith (AS), Jack Cruickshank (JC), Ines Triebel (IT) (Angus Council).

Agenda Item	Action/Decision	Action By	Progress
<b>1</b>	<p><b>Apologies of absence</b> Susan Spink (SS), Stephen Gethins (SG), Lucy Byatt (LB), Alex Smith (AS), Jack Cruickshank (JC), Ines Triebel (Angus Council)</p>		
<b>2</b>	<p><b>Confirm &amp; agree minutes from 9 September 2024</b> Board confirmed &amp; agreed.</p>		
<b>3</b>	<p><b>Skate Park Competition – update</b> Unfortunately due to a large number of documents required and the difficulty and cost of getting £5m Public Liability insurance for this event, the decision to cancel had to be taken. It highlights how difficult it is to establish events in Arbroath.</p> <p>In future the Board would try and organize blanket insurance and event documents to help make it easier for future community events. An future diary of events should be considered in the future.</p>		
<b>4</b>	<p><b>Community Centre visit – update</b> The board's main priority with this is to try to safeguard the hall space for the community and large community events.</p> <p>Main concern for the Board is around the majority of the hall space being set aside for a fixed structure to facilitate paddle tennis which only accommodates 4 players.</p> <p>Board to continue to explore options</p>		
<b>5</b>	<p><b>Court House visit – update</b> Discussion around whether some of the space in the Court House could potentially be an option for the business which is currently in negotiations with Angus Council to lease the community centre. Board to explore options.</p>		
<b>6</b>	<p><b>Arbroath Secondary School visits – update</b> Board members updated the group on the great visits to the secondary schools. Lots of feedback generated and a strong desire for pupils to participate in the towns regeneration.</p> <p>Feedback from pupils was that they wanted more opportunities, especially around enterprise and jobs.</p> <p>It was noted that there are lots of other things going on with Skills funding etc and with the college so the idea would be to work together and join everything up to benefit the young people.</p> <p>Option for the town board to produce a prospectus to show all what is already available in Arbroath for young people.</p>		

7	<p><b>Dundee &amp; Angus College - update</b> Tied in with point above.</p>		
8	<p><b>Current community feed-back update</b> All post cards and online feedback which have been received are to be double checked collated into one document for analysis by Susan Spink  Collation of public feedback is an ongoing process.</p>	SS	
9	<p><b>Expenses to agree &amp; procedure to follow</b> JP – financial governance, everything will have to be signed off by Section 95 Officer (Director of Finance) so if proposed spend can be formally agreed by the board this can be arranged. For any other spend proposals between board meetings these should be emailed around all board members for approval.  Group agreed current forecast expenditure.  Question raised around future options for the board to employ someone &amp; would this / these posts have to be structured around AC grading structure? JP confirmed this would not have to be hosted by AC &amp; the board could decide what salary etc for any posts.  JP highlighted a few points to note:</p> <ul style="list-style-type: none"> <li>- approval around spend should be coming to the board first before expenditure happens;</li> <li>- board to record work / time that people are giving for free, this could be beneficial when applying for grants, can be classed as matched funding;</li> <li>- also need to be recording volunteer hours</li> </ul> <p>Record of spend against budget to be prepared and continually updated.</p>	SS	
10	<p><b>Board governance form submission date</b> JP – most information now in place and the governance form should be submitted shortly.  PS – asked for confirmation when submitted.</p>	JP	
11	<p><b>Submission document update</b> JP – provided an update on the funding. Highlighted that all deadlines have been suspended for now, until Autumn budget announced.  The board agreed that they still want to submit the application ahead of the original 1<sup>st</sup> November deadline.  JP – explained the process once the application has been submitted it would be conditional on approval from the Angus Council Elected Members.</p>		
12	<p><b>Further requirements for the submission document</b> It was agreed not to follow the Elgin town submission document, providing detailed funding for specific projects and instead have a more high level approach. The project specifics will be produced through consultation workshops with subgroups following successful government approval of funding  Jill Paterson said this approach could be supported by Angus Council and agreed to have Ines Tribel and Brian Masson work together to help complete the submission. It was agreed the Board would still like to comply with the original 1<sup>st</sup> November deadline date even though all deadlines have been suspended.</p>	BM IT JP	

13	<p><b>Public Consultation 3 October agenda</b></p> <p>Presentation for meeting was shown to and discussed by the Board and agreement was made that this would be used. Public would be informed the board still want to make the 1<sup>st</sup> November deadline. Board want as much public feedback as possible to inform the submission application.</p>		
14	<p><b>Further meetings</b></p> <p>A further board meeting will take place to approve the submission application ahead of submission.</p>	PS	
15	<p><b>AOB</b></p>		