

ARBROATH TOWN BOARD MEETING

Tuesday 15 April 2025 at 6.30pm

Held at Seahills Packhouse, Kirkton Industrial Estate

	Agenda Item	Action Point	Action to Take
1	Board Members Attending: Peter Stirling, Alex Smith, Nevada Mitchell, Jade Mitchell, Jack Cruickshanks, Fiona Doran, Lois Speed, Brian Cargill, John Steele, Katie Baxter and Elaine Fleming Non-Board: Jill Paterson, Joyce Lawson (Minutes) Apologies: Stephen Gethins, Victor West, Grace Ewing, Lucy Byatt		
2	Confirm Minutes from last meeting: One change to be made from Jill: Change to Section 6 - “JP recommended a further tender to be sent out to Morven” and “JP shared an example community vision and action plan document from Live Life Morvern. The Board agreed to invite the consultants behind this to be invited to tender”.		
3	Action Points from last meeting: • Declaration Day. Several splinter groups – ATB will try and pull them together. • Scaffolding to remain for some time yet. Scaffolding tours to go ahead 8 and 9 May and 19 and 20 May. • It is hopeful that the Abbey could hold three big events per year, working with HES. 1300 people attended Declaration Day within the Abbey. • Volunteers from the Declaration Day have been asked for their feedback on the event, with ideas going forward for next year. • SCIO consultation – 2 tier is the way to best provide sufficient rights for non-trustee board members. JS to be	JS	To circulate draft when available

	responsible for liaising with EQ and will circulate a draft when it is ready. • Increase in budget permitted for workshops – increase from £15,000 to £20,000		
4	Board member resignations and potential additions – confirm board members • Resignations from Brian Masson, Simon Hewitt and Barry Sellars. • John Steele will replace Brian Masson as a Vice Chair – Board agreed • Katie Baxter was welcomed on to the Board replacing Simon Hewitt. • Graeme Dey is to be invited on to the Board – PS will send invite him • Youth Town Board – two candidates interested to possibly share the role.	PS	PS to invite Graeme Dey
5	Confirm Town Boundary Town boundary was discussed and agreed with the help from visuals from Jill.		
6	Board SCIO Constitution Update – 2 tier structure A draft constitution to be agreed – a draft will be distributed by Peter	PS	PS to distribute draft
7	Design Workshop Tenders – update Deadline for tenders is 16 April. The Board are not permitted to interview candidates. A panel of 5 board members shall meet with Jill or one of her colleagues at 9am on 22nd April, to score the workshop tenders and make their recommendations to the board. Tender will be awarded to successful candidate on Friday 25 April. .		
8	Design Workshop selection panel – board members • Board members on workshop selection are Fiona, Nevada, Brian, Jade and John. Fiona to confirm she can make 9am start, if not Lucy B could take her place. • Will meet at 9am at Seahills Packhouse on 22nd April. Should last 3 hrs	FD	

	• Date for the diary – w/c 5 May for Board to meet the workshop tenders ahead of workshops Workshop dates – w/c 26 May, w/c 16 June and w/c 7 July. Planned Tuesdays, Thursdays and Saturdays in each week, day/evening timings to be decided. PS to see if Old & Abbey can host. Katie will take information on workshops to Dundee and Angus college. Promoting workshops – several suggestions on how to reach a wide audience from leaflets/posters and social media. Pop up workshop summaries around the town was a popular choice of generating more engagement. Katie also had student volunteers who may be able to help with distributing pamphlets and posters etc as well as event photography and printing posters/leaflets. Possibly invite Alex Norris at some point to see progress of workshops.	PS KB ALL KB	Find out availability Info to college KB Available college services
9	HES Meeting update – 6 April event Already discussed		
10	Community Centre/Shape Wellbeing Update – public engagement • There have been two a meetings between the Shape Wellbeing group and some board members to discuss the community centre. Currently shape are planning a consultation event and the board will also be engaging with the local community on the future of the community centre as a possible community mixed use hub during the forth coming workshops. • The concern is there will be two potentially opposing consultations and both groups are considering how best		

	to find a win solution for the community and all involved. • It was noted that current government policy is that community buildings should not be given away by the council until the local community has had an opportunity this year to confirm its funding priorities and which properties will be included in the funding plan. • A concern was also raised about the noise level if the centre was used for a paddle court. • Meetings with Shape are due to continue.		
11	Media Contract Issue • Extension for Elaine until the end of May – Board agreed. • PS to liaise with Jill for a brief for PCS and a finalised version will be sent to the Board for approval on this post and it will go out to tender.	PS	PS to send brief to board
12	Harbour Christmas Event • Planned 2 day event, planning under way • Board has £400,000 to spend on community engagement – not events. Board asked for suggestions on how to make good use of this budget. Summer Event • Andeas Bistro hosting food and music festival on 23 August, same day as the town's music festival. Can ATB support this event e.g. volunteering etc. Connect Day • This is held in June by the D&A College to welcome new students. It would be helpful if some groups could talk to them about up and coming events they could get involved in. • Keep Katie in the loop on forthcoming events.	All All All	
13	AOB		

	Jack suggested that a one page document could be provided on the ATB's activities to be communicated to the Community Council, however it was noted that PS had recently presented to the CC and Elaine has provide an info update on the website. More activity information will be provided when workshop dates are confirmed.		
14	Next Board Meetings Tuesday 13 May at 6.30pm Tuesday 16 June at 6.30pm both at Seahills Packhouse, Kirkton Industrial Estate		