ARBROATH TOWN BOARD MEETING – 12 MAY 2026
6PM SEAHILLS PACKHOUSE, KIRKTON INDUSTRIAL ESTATE, ARBROATH

IN ATTENDANCE: Peter Stirling, John Steele, Alex Smith, Fiona Doran, Brian Cargill, Katie Baxter, Gillian Alcorn, Richard Swan, Cllr. Lois Speed, Cllr. Jack Cruickshanks.

VIA TEAMS: nil

Non-Board: Ian Lorimer (Angus Council) and David Spink (Treasurer)

Agenda Item	Action/Decision	Action By	Progress
1	**Apologies of attendance**: Nevada Mitchell, Grace Ewing, Arthur Pritchard, Stephen Gethins MP, Elaine Fleming and Joyce Lawson		
2	**Confirm minutes from last meeting:** • Agreed		
3	**Conflicts of Interest** • Lois Speed – Sea Pool, to be discussed in AoB		
4	**Actions from last meeting** All achieved or would be discussed within the agenda.		
5	• **Presentation from Lead Regeneration Officer Fiona Marshall.** • Presentation detailed the 3 main work streams being developed – Town Centre, Community Centre and Charity Hub. • It went on to describe the actions being considered in the first 3 months. • Strategic Objectives set for the Regeneration Team were also detailed.		
6	• **Altar Contract** • The current contract for Comms / PR services is to be reviewed every 6 month. This was now due and can be terminated. • The Regeneration Team can cover most of the board's communications and PR work. A vote was taken on terminating the Altar contract. **A unanimous vote from the board decided to terminate the Altar contract at the next available point**. JS & JP to oversea Altar termination. • It was agreed to consider Elaine Fleming for more technical and difficult PR and Marketing work on an ad hoc basis.	JS / JP	

7	• **Payment for Regeneration Officers** • Meetings with both UK Govt. and Angus Council had taken place. Both were content with spend levels. • A grant agreement would need to be created to allow payment into the Board's SCIO. This was being completed by Angus Council • David Spink reported that the SCIO's bank account was in its final stages of being created. •	IL DS	
8	• **Town App Payment** • This is being arranged by Angus Council. • A copy of the current contract was required to be shared with Angus Council first.	JS	
9	• **Angus Council Update on Govt. Funding** • Ian Lorimer reported that all paperwork had been lodged with the UK Govt and expected this year's funding payment end of the month. • Council Officer post will be advertised next week. There was a request that a member of the Board to take part in the selection of this person. Ian did not object to this and it was felt that Fiona Marshall should be that representative given she will be working with that person.		
10	• **Complaints Policy** • Gillian had put together a Policy taking cognisance of the MoU and the processes used by other similar groups. Fiona Marshall has added to this draft and together they will finalise a policy to be sent to the board for approval. • It was agreed that the Regeneration Officers will manage the board's complaints policy.	JA, FM	
11	• **AoB** • Make contact with the Rotary Club and discuss opportunities and involvement going forward. • Annual Regeneration Fund draft brief / process to be sent to Fiona Marshall • Jill Paterson to send details of finances to David Spink. • Sea Pool – arrange letter providing details of funding. • Board Governance- minutes to be approved earlier and board papers to be sent out on the Tuesday prior to meeting • **Next board meetings 8th June and 13th July, both 6pm at Seahills Packhouse.**	JS/ LS JS JP JS PS	