

**Coatbridge Town Board Meeting Notes**  
**Summerlee Museum of Scottish Industrial Life / Teams**  
**20 January 2025**

Attendees: Cllr. Allan Stubbs, David Wood, Fulton MacGregor MSP (virtual), Gavin Whitefield, PC Gavin Tuohy, Roddy Cameron, Willie McBride, Yvonne Lindsay, Christopher Moore.

Apologies: Liz McCutcheon, Jacqueline Smith, Frank McNally MP, Cllr. Geraldine Woods.

Observers: Jonathan MacVicar, Stuart Hodge, Pamela Humphries, Stephen Penman (virtual) (all North Lanarkshire Council)

Notes: Christopher Bateman has left NLC.

Item	Summary	Actions
1	<b>Introduction and Welcome</b>  GaW welcomed attendees to the meeting, including JM and SH who were attending their first meeting following CB departure.	
2	<b>Minutes from previous meeting</b>  The minutes of the previous meeting were agreed as an accurate reflection of the previous meeting by consensus.  GaW noted to differentiate Geraldine Woods (GWO) and Gavin Whitefield (GaW) as both listed as GW.  GaW noted that any matters arising would be covered elsewhere on the agenda.	
3	<b>Christmas Event - Update</b>  Yvonne provided an update on the Coatbridge Christmas Event, highlighting that 1152 people attended the Summerlee part of the event, with approx. 500 attending the Main Street activities. Furthermore, it was noted that both Willie McBride and Geraldine Woods assisted in the delivery of the Summerlee Activities.  Feedback from the event was very positive with some attendees hoping that any future events on Main Street would be on for a longer duration and involve more local groups. Requirement to ensure all local groups are aware of possible opportunities around future events via appropriate communication.  Collective agreement that this event should be used as a benchmark for all future events, with more resources and time dedicated in advance of planned event date. The Christmas event was planned 6-weeks in advance with majority of suppliers already booked up months in advance, this impacted deliverables.	

	<p>RC highlighted that greater involvement with local retailers needs to be established as the scavenger hunt had mixed reviews with some retailers not aware of the outcomes. It was noted that ASDA was selected by all the winners equalling 5x£100 vouchers, which does not benefit the small local businesses within the Town Centre.</p> <p>GM noted that Police Scotland's involvement was positive with no issues or accidents reported. Very family orientated crowd.</p> <p>PP report circulated alongside the papers for the event. They received 457 responses in total from the engagement event with key themes highlighted including better / more shops, play area and more events.</p> <p>SH advised that the event was under budget with some costs still awaited</p> <p>AS sought clarification on the low cost of the Christmas tree.</p> <p>PH raised the question of how we can involve retailers at an earlier stage of the event planning process. Potential idea to establish a retail sub-group to seek more involvement from local businesses with what would be more beneficial for them. Any reports outstanding will be circulated in due course.</p> <p>GW thanked everyone involved and their efforts to make the event a success for the community of Coatbridge and beyond.</p>	<p>SH / JMCV / RC</p> <p>SH / JMCV</p>
4	<p><b>UK Government Guidance</b></p> <p>SH advised presently awaiting further guidance from UK Government on any proposed changes to the guidance. This is expected to be received this financial year however, no definitive date has been provided.</p> <p>Currently seeking an update from internal colleagues on running a governance session and will feedback on this in due course.</p> <p>AS highlighted that the last update from UKg detailed that grant money would be the same with 80-20 split between capital and revenue costs. Year 1 looks to be 2026-2027 with capacity funding within 2024-2025 and 2025-2026.</p> <p>GW advised that he attended online events involving Town Board chairs and the indication was that guidance will come out early in the calendar year.</p> <p>Possibility of greater sums being spent at outset with NLC recouping this expenditure in later years was raised.</p> <p>This has not been confirmed by UK and would need to be reviewed to see if NLC can potentially fund.</p>	<p>SH</p> <p>SH / JMCV</p>

5	<p><b>Next Steps</b></p> <p>AS queried that item 3 on the DRAFT Investment plan highlights an NLC staff member could be allocated full-time to the board.</p> <p>PH responded informing the board that it needs to be confirmed what resources are needed to support the board, and are resources needed around community capacity building or grant support schemes. The current NLC post advertised could cut across several different roles.</p> <p>GW requested that next steps are identified to utilise available time before capital funding can be spent. Discover and decide what studies could commence, expanding on the draft investment plan priorities.</p> <p><b>Draft Investment Plan</b></p> <p>It was agreed to develop the information contained within the Draft Investment Plan. The Board remain committed to priorities already identified. This would include greater details on proposed costs and timescales alongside a RAG status.</p> <p>Proposed funding support for Summerlee and Time Capsule was discussed and the potential involvement of the Board but improved linkages with Plan and clarity over how funding would be utilised.</p> <p>PH confirmed NLC is investing in the Time Capsule, but the Coatbridge Town Board had funds to invest and improve the facility out with maintenance requirements.</p> <p>CM highlighted a lack of strategic insight within existing Plan with clearer objectives around key issues such as health. GaW noted that the draft plan contains strategy, however, more depth around linkages and presentational outcomes are required.</p> <p>PH highlighted that the draft investment plan was only a list of potential identified priorities at this stage.</p> <p>In response to queries around Main Street, PH confirmed inclusion of proposals within Plan and reiterated that a retailer sub-group would be beneficial to understand what the local businesses priorities are.</p> <p>It was mentioned that 124 Main Street is scheduled to be demolished due to presence of RAAC. There are 8 shop units with 5 retailers present. Timescales around demolition to be confirmed. PH mentioned that NLC will engage with affected businesses around options for relocation.</p> <p>AS highlighted that majority of proposals around the town centre appear to be reactive and that community safety was listed as a previous priority. GM advised that Coatbridge currently has two</p>	<p>SH / JMCV</p> <p>SH / JMCV</p>
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	<p>Police Officers deployed to assist with community safety concerns but could always do with more resources and could be utilised to assist with activities to engage with young people such as online gaming.</p> <p>PH confirmed that youth work is to be undertaken as part of the proposals.</p> <p>GaW asked Board members to review documentation and provide feedback or any further comments, NLC will provide more details on existing projects and costs occurred.</p>	
<b>6</b>	<p><b>Finance Report</b></p> <p>Approximately £77K has been spent against the current £250K grant with a further £200K expected in 2025-2026.</p> <p>Costs incurred at the Christmas Event have still to be finalised and accounted for. Approx £360K still available to be spent towards capacity building and preparatory works ahead of the 1<sup>st</sup> of April 2026 start date.</p> <p>PH – once draft investment plan is ready, further review / engagement can be undertaken with sufficient time available.</p> <p>AS asked for further detail around Page Park (PP) costs.</p> <p>YL highlighted that due to time constraints procurement was completed via direct award, however, also agreed that costs outlined seem high for PP.</p> <p>PH confirmed that PP work was broadly finished but may require to be updated to ensure that completed documentation ties in well with any adjusted guidance. The costs are in line with what consultants would normally charge.</p>	<p>SH / JMCV</p> <p>SH / JMCV</p>
<b>7</b>	<p><b>Future Meeting Schedule</b></p> <p>Every two months for meetings, adding in additional meetings as required.</p> <p>Next meeting scheduled for March, with a DRAFT schedule to follow.</p>	JMCV
<b>8</b>	<p><b>Any other competent business (AOCB)</b></p> <p>Coatbridge Campus 160years old this year and oldest FE in Scotland. Looking to celebrate this and will share plan of activities in due course.</p> <p>Terms of Reference – Proposal to change quorum from eight members of the board down to six members was agreed. SH to confirm change.</p>	SH

	<p>Funding – Reflect within plan for the allocation £20m over the lifetime of the project.</p> <p>YL – Greater clarity over funding pots was sought e.g. what funding is already identified for Coatbridge over next few years. Confirmed that Town Board funds not for ongoing maintenance.</p>	SH / JMCV
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