

Coatbridge Neighbourhood Board Meeting Notes
Coatbridge Summerlee Museum
Monday 18th of August 2025

Attendees: Gavin Whitefield, Christopher Moore, Lesley-Anne Docherty, Cllr. Allan Stubbs and Catherine Craigie (Substitute).

Apologies: Frank McNally MP (substitute provided), Fulton McGregor MSP, David Woods, Gwen McIntyre, Liz McCutcheon, Stephen Penman (observer), Willie McBride and Cllr Geradine Woods.

Observers: Pamela Humphries, Jonathan MacVicar, Kirsty Gray, Lyndsay Noble, Lorna Ogilvy and Mark Hynds (all North Lanarkshire Council).

Item	Summary	Actions
1	Introduction and Welcome GW welcomed everyone to the meeting, Catherine Craigie was attending in place of Frank McNally MP who was unable to attend. GW informed everyone that we were not quorate, and therefore any reports or documents requiring approvals will be sent via email. GW informed the Board that Yvonne Lindsay and Roddy Cameron have resigned from the Board, and placed on record the Board's thanks to them both for their contribution to the Board. GW highlighted the need to strengthen the Board with new members.	All Points Noted
2	Minutes of Last Meeting/ Issues arising No issues regarding the previous minutes were raised. The minutes of the last meeting will be circulated for approval by email following the meeting.	All Points Noted
3	Governance report: current and future arrangements LN outlined key points from the Governance report circulated, including: <ul style="list-style-type: none"> • The updated Terms of Reference, to take into account new UK Government terminology, was approved by the council's Enterprise and Fair Work Committee in May 2024 • The paper proposes that the Terms of Reference will be reviewed annually; that the requirements for quorum be changed to 25% of the Board membership; and that if a board 	All Points Noted

	<p>member doesn't attend three board meetings in a row without communication with the Chair, ongoing membership will be reviewed.</p> <ul style="list-style-type: none"> • A review of the sub-groups set up and membership will be undertaken, in light of recent resignations <p>There was a discussion on the proposal for 25% of Board members as a quorum for decision making, with this felt to be too low a threshold by Board members in attendance. The consensus view was that this should be changed to 50% as a more appropriate threshold for decision making. NLC to circulate the report for approval by email with quorum threshold raised to 50%.</p> <p>The use of technology was discussed to help board members contribute to decision making (e.g. voting buttons). PH highlighted that steps are being taken to enable hybrid meetings within the Summerlee board room.</p> <p>A discussion was held on how to expand membership of the Neighbourhood Board. NLC officers will engage with colleagues within the council's Enterprise Team on potential business representatives, and with Coatbridge Community Board on potential additional community reps. An update will be provided to the Board at the next meeting.</p> <p>CM highlighted that New College Lanarkshire (Coatbridge Campus) operate a Lanarkshire Business Hub which is reviving and could be a means of engaging a business representative.</p> <p>Councillor Stubbs recommended engaging a local young people's representative to ensure there are more youth voices on the Board. This may require the timing of Board meetings to be reviewed to enable attendance by a representative. Consideration could be given to setting up a youth sub-group, as one of the Priority Outcomes of the Regeneration Plan is focussed on young people.</p> <p>A proposed upcoming schedule of Board meetings until March 2026 was tabled. It was proposed that meeting frequency remain as eight weekly at present due to the level of business to be discussed leading up to commencement of the delivery period in April 2026 and approvals to be obtained leading up to submission of the Regeneration Plan to the UK Government. The consensus from Board members in attendance was to return to Friday mornings for Board meetings. The next meeting date was set for Friday 10th October at 10am.</p> <p>The proposed schedule of meetings, reflecting the preference for a return to Friday mornings, will be circulated post meeting with approval to be gained via email.</p>	<p>Action: NLC (LN)</p> <p>Action: NLC</p> <p>Action: NLC (KG)</p>
4	UK Government Information Update	

	GW presented updates from recent UK Government networking events and informed the Board of Data Pack and polling report information circulated by the UK Government. No questions were raised.	All Points Noted
5	<p>Regeneration Plan Consultation Update Presentation</p> <p>MH presented an update to the Board on preparation of the Regeneration Plan for Coatbridge and emerging findings from public consultation currently underway on the Regeneration Plan Vision and Priority Outcomes. The next steps were also outlined, with it highlighted that approval from the Board and local MP to submit the final draft Regeneration Plan and 4-year Investment Plan would be sought at the next Board meeting in October, in order to meet the UK Government submission deadline of 28 November 2025.</p> <p>A discussion was held on points of detail within the vision statement and on the importance of getting the language right within the statement as the overarching vision for the next ten years. MH highlighted the importance of linking the language back to the UK Government's Strategic Objectives.</p> <p>Councillor Stubbs requested that the opening statement to the vision be reviewed to better emphasise Coatbridge's existing strengths.</p> <p>KG highlighted that the consultation period for the regeneration plan is ongoing and that changes to wording of the vision statement and priority outcomes can be considered in response to feedback.</p> <p>GW requested that the presentation slides are circulated to Board members with a request for any comments.</p> <p>A discussion was also held on promotion of the Coatbridge Neighbourhood Board, in response to the emerging consultation feedback which indicates low levels of awareness within the community of the Board and the Plan for Neighbourhoods Programme.</p> <p>PH highlighted that the focus will be on a communications campaign to raise awareness of funding opportunities for community groups, third sector organisations and local businesses and to generally raise awareness of the Plan for Neighbourhoods funding and the additional investment it will bring to Coatbridge above existing investment programmes.</p> <p>GW requested that the draft 4-year investment plan be circulated to Board members with the Regeneration Plan ahead of the October Board meeting, with detail on the proposed contributions to key projects.</p>	<p>All Points Noted</p> <p>Action: NLC (KG)</p>
6	<p>Progress Update Report</p> <p>Kirsty Gray presented a progress update report on the Capacity Funding budget for 2025/26 financial year. The report also highlighted</p>	All Points Noted

	<p>priorities for the upcoming months including the development of an implementation plan to ensure projects can hit the ground running on commencement of the delivery phase of the programme in April 2026. A finance update was provided, detailing spend to date of £29,888 via community grants to support summer programmes and activities for young people. Further spend of £22,500 has been committed over the period as match funding for an external funding award of £639,035 for the council's Greenspace Development Service's Nature Towns and Cities Bid. An update was provided on confirmation by the UK Government of the flexibility for Neighbourhood Boards to carry forward Capacity Funding not spent this financial year to future financial years. Carry forward of a proportion of events funding may be considered to ensure an even split of funding over 25/26 and 26/27 financial year. A full update on progress, upcoming priorities and spend against each of the agreed Capacity Funding budget headings was provided in Appendix 1 to the report.</p> <p>A proposal for capacity funding to support community capacity building and engagement activity and the delivery of educational and wellbeing outcomes from New College Lanarkshire (Coatbridge Campus) was submitted to NLC in advance of the meeting and circulated to Board members. CM provided a summary of the proposal to the Board.</p> <p>GW requested that the proposal be circulated to Board members for final approval along with a Declaration of Interest Form to CM to complete on behalf of New College Lanarkshire.</p> <p>There was discussion on the need for an events management company to support delivery of the planned Christmas Event on Main Street due to NLC not having sufficient staff resources to deliver the event. Costs for this support are to be obtained and provided to the Board.</p>	<p>Action: NLC (KG/JM)</p> <p>Action NLC: KG</p>
7.	<p>Communications, marketing and branding update</p> <p>The Coatbridge Neighbourhood Board branding was approved previously by the Board.</p> <p>JM informed the Board of upcoming consultations, promotional material and events that will display the board's logo to start showcasing their image to the community and raise awareness of the Coatbridge Plan for Neighbourhoods programme. Current consultations show a lack of awareness or knowledge of the board and the Plan for Neighbourhoods.</p> <p>It was suggested that a launch of the logo is undertaken in April when the delivery phase of the programme will start.</p> <p>The Scotland Loves Local campaign is set to launch on the 23rd of August. The Chair of the board has been formally invited to attend a press release photo shoot. The Neighbourhood Board logo will be displayed on the marketing alongside other partners involved.</p>	Noted

8.	<p>AOCB</p> <p>Police Scotland will be sending a different staff member to represent them moving forward, due to a change in role for the current representative.</p> <p>PH advised that preparation for a Main Street clean-up engagement event is in progress. An update will be provided to the board once the proposal has been further developed against the capacity funding criteria. This will help to respond to consultation and polling feedback and support delivery of the Safe and Friendly Town Centre priority outcome.</p> <p>Date of next Meeting – Friday 10th of October 10:00 – 12:00</p>	Noted
----	---	-------