

## **DUMFRIES TOWN BOARD**

Meeting of 03 June 2024  
at 4 pm Scottish Power Energy Networks, Leafield Road, Dumfries

### **PRESENT**

Richie Nicholl – Town Board Chair  
Tom McAuchtrie – Town Board Vice Chair  
Kenny Bowie – Chamber of Commerce  
Supt Nicola Robison – Police Scotland  
Lisa Callander Bone – Include Us  
John Caskie – Guid Nychburris  
Billy Currie – D&G College  
Anne-Marie Coulter – Summerhill Community Centre  
John Dowson  
Julie Langland  
Campbell Young - SOSE  
Councillor David Slater

### **Council Officers**

Stuart McMillan – Strategic Economic Investment Manager  
Chris Woodness – Dumfries and Galloway Council

### **Observers**

None

#### **1 Welcome and Introductions**

The Chair welcomed members to the Fourth meeting of the Dumfries Town Board.

#### **2 Apologies**

Cllr Maureen Johnstone, D&G Council, Jamie Milligan – The Swan, Colin Smith MSP, Laura Thomas, Rosefield Mills Gallery

#### **3 Minute of meeting 08 May 2024**

The minute of the previous meeting was agreed.

#### **4 Matters arising**

No matters arising and all actions from the previous meeting will be updated during this meeting.

## 5 Chairs update

Richie provided a brief update of the many emails received, correspondence and invitations from partner organisations on Dumfries issues and projects.

- Roundtable for Rosefield (SOSE Led). Meeting had been postponed.
- Scotland's Towns Partnerships (Other Town Chairs)
- Whitesands Project – DG Council Project Manager
- Burns Tourism in Dumfriesshire (SSDA)
- Richie has formally written to the new FM with a congratulatory letter and an invitation to any future meetings/ events.

## 6 Board Membership - RN

Dale Graham has stepped down from the Dumfries Town Board. The Board recognised Dales contribution and wished him well.

An advert advertising positions available for the Board had drawn interest from 6 people. Agreed to follow up with the individuals to submit a CV for consideration at the next board meeting.

**Action: LP**

## 7 Community Engagement - All

- The subgroups fed back their suggested question sets based on the three areas. It was recognised that a lot of good work had went into these preparations. To ensure consistency Kenny Bowie would collate the question sets and with the help of Stuart McMillan ensure we meet the criteria prior to being circulated.

**Action: All**

- Different options were discussed for Community empowerment and engagement processes.
- To move forward with the Community engagement and ensure we meet the timescales required to meet the report deadline of 1<sup>st</sup> August the Board had agreed to employ the services of
  - Community Engagement Officer
  - Canvassing team
  - Report Writer & Commission

To further define the roles and make contact with local companies who provide these services would be progressed.

**Action: RN, CY**

It was also noted that due to the upcoming general election and that campaigning would be at the same time as the data capture other Town Boards had requested to defer the deadline for the report till September. D&G Town Board will review in due course.

## 8 Web and social media Set Up - LCB

Confirmation from Lisa that Facebook page was now up and running and starting to post “Watch this space” articles. All Board members are encouraged to positively share and support articles. Lisa would also link up any articles and posts which align with the Board and share to get maximum engagement.

Instagram and Twitter still being worked on.

Lisa shared and further explained the four quotes received for Web design (circulated prior to the meeting). After discussion the most favourable was option 2 utilising the services of Every Last Pixel. It is also possible to use the services offered from Creomatic to design our Logo.

The Board therefore agreed that the Council should confirm the appointment of Every Last Pixel to provide the quoted web services subject to contract agreement. Lisa and Stuart McMillan to liaise to take forward this action.

**Action: LCB/SMcM**

## 9 Town Centre Premises Update – JD

Discussions with Mid Steeple Quarter had progressed and we now have the Lease in place to take over 109 High St. John Dowson has the keys and we are able to start work to make it practical for our needs

- £1,900 rental contribution was agreed, excluding charges for utilities.
- Mid Steeple Quarter are progressing a CARS application to renew the frontage
- Furniture and some consumables were already in place and others would be added.
- Sample designs for the exterior display were circulated.
- Working towards a 10<sup>th</sup> June launch.

The Board therefore looks to the Council to finalise hire arrangements and charges on the basis of the contribution agreed plus allowances for reasonable utility and service charges.

**Actions: SMcM, JD,**

**RN**

## 10 Secretariat Update

At present we enjoy the support from DG Chamber with Secretariat support and looking to the future appreciate that we need to formalise and possibly encompass within the roles identified in the Community Engagement piece. Job description to be drafted and circulated prior to next meeting.

**Action: CY**

## 11 Logo Competition – JC LCB

The competition with local schools finished on the 31st and Logos are in the process of being returned for consideration. All will be circulated round the Board for a decision to be made. Combining with our web design we would look to have the image digitally created. It was discussed that there were 5+ business's able to give prizes for the competition. Council Youth Work Services also confirmed 2 VIP Tickets for Meet and Greet Main Act at Youth Beatz.

**Action: LCB**

**12 AOB**

Agreed representation with questionnaires at Youth Beatz. (29th and 30th June) Stuart agreed to speak with Youth Work Team to book stall.

**13 Date of next meeting**

The next meeting will be hosted and supported by Chamber of Commerce, the meeting will take place at 4pm on 24<sup>th</sup> June in SPEN Offices on Leafield Road and online via MS Teams.