

## DUMFRIES TOWN BOARD

Meeting of 17 April 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  
Anne-Marie Coulter – Summerhill Community Centre  
Billy Currie – D&G College  
John Dowson  
Councillor Maureen Johnstone  
Councillor David Slater

### Council Officers

Stuart McMillan – Strategic Economic Investment Manager  
Ash Wylie – Economic Development Project Assistant

### Observers

Bridget Ennini – DLUHC  
Cllr Malcolm Johnstone

#### 1 Welcome and Introductions

The Chair welcomed members to the second first meeting of the Dumfries Town Board. He advised that Tom McAuchtrie has taken up the role of Dumfries Town Board Vice Chair and will now chair meetings to allow the Board Chair to participate more actively in the meetings.

#### 2 Apologies

Alister Jack MP.  
Daniel Armstrong – QOS Trust/FC  
Jamie Mulligan  
Ch/Supt John Cairns – Police Scotland  
Dale Graham  
Laura Thomas – Rosefield Mills Gallery

#### 3 Minute of meeting 27 March 2024

The minute of the previous meeting was agreed as a true record.

#### 4 Matters arising

There were no matters arising not covered on the agenda.

## 5 Town Boundary Discussion - SMcM

Following discussion by the Board it was unanimously agreed to accept boundary proposed by the UK Government.

## 6 Current pipeline projects - SMcM

The Board considered the list of current pipeline projects circulated ahead of the meeting, it was noted that the list contained DGC led projects.

It was noted that this document should be seen as a working document which can be added to by other key stakeholders and as new projects emerge.

Requested that the document be transferred into an Excel Spreadsheet, projects from other Project Delivery Partners and Stakeholders will be added to the list once the Board is fully set up.

## 7 Secretariat options – BC & JD

Options were presented regarding secretariat support for Board:

- a. Short term to cover the initial 6 months of the Board set up
- b. Long term to cover the lifetime of the Board
  - a. Council provided service
  - b. Provision to be shared amongst Board members, support provided through their support staff
  - c. Third party secretariat employed through third party.

The Board discussed all options, Kenny offered the Chamber of Commerce support staff as a temporary option for secretariat, the Board agreed. It was noted that there will be no charge from the Chamber of Commerce to provide secretariat support to the next meeting.

A Sub-Group to be formed to provide options for the lifetime of the Board

**Action: KB, BC & JD**

It was agreed that costs are to be provided to the Sub-Group from both the Chamber of Commerce and Council.

**Action: KB & SMcM**

## 8 Town centre premises – KB & JC

An update was provided on potential premises for the Board, it was noted due to the location and condition of some of the available units within Dumfries Town Centre the options had reduced to:

- Mid-Steeple (Co-location on top floor)
- Mid Steeple Quarter (MSQ) (potential properties include 109 High Street, The Smithy and The Standard)
- Loreburn Centre

The Board agreed that in the short term a MSQ property would be the preferred option to be explored.

Discussion took place regarding a lease or licence to occupy a building, it was noted that if there were any costs involved with this that DGC would need to be responsible for this on behalf of the Board. The Board were concerned how long this would take to progress and keen for the need to go through DGC not to cause delay.

The Board asked the Sub-Group to approach MSQ to establish if they could use.

Discussion took place regarding the possibility of getting a mobile unit that could be located in any part of the Dumfries Town Board Boundary. It was agreed that this should also be looked into as a potential option.

**Action: KB & JC**

SMcM offered to look at examples of best practise from other areas and what they have done.

**Action: SMcM**

## **9 Web and social media set up – LC-B**

An update was provided on a website and social media presence for the Board, it was noted that a tender process would require to be undertaken for a website, whereas social media pages can be managed by LC-B, DG and LT.

It was agreed that at this time social media was the preferred option for raising the profile.

The Board agreed that there needed to be a clear vision and consistency across all social media channels, with guidelines produced on what will and won't be discussed, FAQs populated to avoid duplication.

**Action: LC-B, DG & LT**

It was agreed that a brief should be prepared for the logo design competition for local schools. Discussion also took place regarding a prize for the winner of the competition, with a Youth Beatz VIP pass being suggested.

**Action: JC, LC-B & AC**

It was noted that the DGC website will contain a webpage with key documents.

## **10 Next steps**

The Board discussed the next steps that needed to progress ahead of the next meeting, these were:

- finalising the short-term secretariat arrangements
  - long-term costings from Chamber of Commerce and DGC
- establishing short-term premises
  - long-term premises options and lease arrangements via DGC
- Social media guideline and FAQs to be drafted
- Logo brief to be drafted and circulated to the Board ahead of the next meeting
  - Logo competition prize to be arranged
  - Logo competition to be launched in local Primary and Secondary Schools.

The Board was keen to explore quick wins using the £200,000 capacity funding expected from UK Government. Some ideas including purchase of street cleaning equipment were suggested to be explored further.

**11 AOB**

Discussion took place regarding the perceived rise of anti-social behaviour within Dumfries Town Centre, it was advised that Police Scotland will put in place a Policing Action Plan to deal with any emerging trends or issues.

**12 Date of next meeting**

The next meeting will be hosted and supported by Chamber of Commerce, the meeting will take place at 4pm on 8<sup>th</sup> May in SPEN Offices on Leaffield Road and online via MS Teams.