

Irvine Neighbourhood Board

Minute Meeting 08

9.30am on 12 September 2025

Quarry Road, Irvine

Board Members Present:		
Bill Nolan	BN	Irvine Burns Club
Chris Pless	CP	Irvine Community Council
Fiona Paton	FP	Rivergate Centre
David Phillips	DP	Irvine Senior Forum
Danny Kerr	DK	Marymass Festival Committee
Steven Easton	SE	Chamber of Commerce
Nairn Angus-McDonald	NAM	North Ayrshire Council
Chloe Robertson	CR	North Ayrshire Council
Scott Morrison	SM	KA Leisure
Matthew Moran	MM	Scottish Maritime Museum
Russell McCutcheon	RM	North Ayrshire Council
Mark Boyd	MB	North Ayrshire Council
Judith Macgregor	JM	Police Scotland
Michael Cowan	MC	Police Scotland
Apologies		
Barbara Conner	BC	TACT
Ruth Maguire	RMa	MSP
Alan Gemmell	AG	MP
In Attendance		
Claire Fitzsimmons	CF	North Ayrshire Council
Louise Kirk	LK	North Ayrshire Council
Julian Farrar	JF	Ironside Farrar
Jacqueline Barratt	JB	Ironside Farrar
1. Welcome & Apologies		Action
<ul style="list-style-type: none">BN welcomed members and noted apologies as above.		
2. Minute of Previous Meeting		
<ul style="list-style-type: none">BN noted his disappointment in the time taken to issue minutes and meeting papers, although acknowledges the staffing challenges within the team at the Council.MM also raised concerns over the issuing of papers and sufficient time to review appropriately in advance of meetings. He noted this was raised at the previous meeting but not minuted. Similarly, he noted that at the last Board meeting it was agreed the Role Profile would be shared with Board members, yet it was only issued to a sub-group of members. This is also not reflected in the minute.		

<ul style="list-style-type: none"> • It was agreed that the previous minutes would be updated accordingly. • Future minutes and papers to be issued in a timelier manner. • MM also requested that Declarations of Interest is added as a standing item to future agendas. This was agreed by the Board. 	<p>CF</p> <p>CF</p> <p>CF</p>
<p>3. Action Log</p>	
<ul style="list-style-type: none"> • CF updated as follows: <ul style="list-style-type: none"> ○ Our Irvine domain has been registered. CF and CP both have access. ○ Role profile was circulated – initially to a sub-group, but now to all members. ○ CF has liaised with NAC IT department regarding a Sharepoint site. IT advised a Teams site is possible instead with external access permitted. This has been created and CF and CP will work to populate this over the coming weeks. A user guide will be created to help those not familiar with Teams. ○ Events were promoted as requested. ○ JF will update on programme through today’s agenda. • SE advised the SCIO is progressing and will bring more information to the next meeting. He noted the new Officer will require to assist with the admin of this. 	<p>CF/CP</p> <p>SE</p>
<p>4. Vice-Chair Update</p>	
<ul style="list-style-type: none"> • CP updated on recent events including Marymass and the Irvine Clean Up. It was noted that both events were very well received. CP will share a video and images to be circulated to the group. CP noted that there is a desire to do a similar clean up event in future and would like to see full collaboration with the Council on this. • DK noted that Marymass was likely the busiest festival in many years. The parade has had 2.5M hits online and, with the branding, will have certainly raised the profile of Our Irvine. • JM noted that this was her first experience of Marymass. Given policing issues in the past, she thought it went very well and came across as a good family-oriented event which gave a good impression of the town. • CP noted his disappointment that the event is charged for policing. JM replied that it is treated the same as any other licenced event that requires policing and there is a cost associated with this as it takes police resources away from regular duties. • DK advised the Superintendent agreed it had gone well and that consideration could be given to reducing the police presence, and therefore the cost, in future. • CP advised that the Christmas Light event is progressing. CP and NAM have met with the events team. CP will liaise with RM regarding some of the logistics around power. A further update will be brought to the Board. 	<p>CP</p> <p>CP</p>
<p>5. Recruitment of PfN Officer</p>	
<ul style="list-style-type: none"> • CF advised that the advert for the NAC Regeneration Officer to support delivery of the programme is being progressed. • MM noted that the Board still needs to ratify the proposal to appoint an Officer as it has so far only been assumed. 	

<ul style="list-style-type: none"> • CP proposed the recruitment of an NAC Regeneration Officer as per the role profile shared. NAM seconded this. All Board members present were in agreement with the proposal and it was therefore passed. • It was noted that the interview panel would comprise CF and Calum Couston from NAC, and FP to represent the Board. • SE asked what the £54,400 cost noted for the Officer included. CF advised this is salary and on-costs (pension, NIC etc). All other costs including IT equipment, HR, management etc will be provided in-kind by NAC. • It was also noted that there will not be a full spend of this allocation for 25/26 given six months of the financial year has already passed. • CF confirmed the position will be permanent given the 10yr nature of the programme. • CF advised that the advert will be live for 2-weeks. Thereafter shortleeting and interviews will be undertaken. Timescales for the officer starting work however will depend on the successful candidate's current situation and notice period. 	
6. Finance Update	
<ul style="list-style-type: none"> • The current status of budget was confirmed as follows: <ul style="list-style-type: none"> ▪ £450,000 Budget ▪ £81,717 Spend to date ▪ £77,300 Committed ▪ £290,983 Balance 	
7. Regeneration Plan Development	
<ul style="list-style-type: none"> • JF presented to Board on the work done to date and the requirements for the submission to UK Government. This is all as presented in the PowerPoint slides circulated separately. • Boards members are asked to review and feedback comments on the vision and proposals by Friday 19th September. • A discussion was held in regard to the Council's plans for Bridgegate. RM noted that NAC has budget set aside for the demolition of the building. It was noted that further feasibility work is required and some leases are still active. FP has been assisting regarding potential units that could provide opportunities for the tenants when they vacate Bridgegate. • Discussion relating to the proposed community fund and whether this would dilute CIF. It was agreed that the PfN fund could be designed to be less prescriptive than other funds thereby providing a good option for communities to bid into. • SE questioned the value noted on the papers to enhance the Bridgegate area. It was noted that this figure is a high-level, professional estimate at present but accounts for both demolition and subsequent development of the area. • The ongoing issues around the vacant properties in Bridgegate Square were discussed at length. NAC are progressing discussions with the KLTR to explore whether the sites could be claimed by the Crown as ownerless property. The Rivergate Centre is having to dedicate resources on a daily basis to clean up the outside area. Police Scotland are also incurring ongoing costs to secure the buildings. CF to explore whether PfN capacity 	All

<p>funding can be used to secure the site properly. FP to collate quotes for a clean up of the square and steps.</p> <ul style="list-style-type: none"> The Board discussed the development of a feasibility study and options appraisal using PfN capacity funding to start this work sooner rather than later. CF to develop project brief and circulate to Board members for consideration. The need for public consultation on the vision and regeneration plan was discussed. It was agreed that a high-level survey would be developed for this purpose. This will help to ratify the submission and evidence to UK Government that the plans are reflective of the community's aspirations. CP to develop an online survey for Board comment. All Board members to circulate via their own communication channels when available. An in-person event within the Rivergate Centre to be considered. DP noted he has a Seniors Forum event at Rivergate on 27th September which could be used to promote the consultation. LK noted that as the Board is a sub-group of the Irvine Locality Partnership it will be important to update them. Update to be provided at LPP meeting on 15th September. 	<p>CF FP</p> <p>CF</p> <p>CP</p> <p>CP/DP/FP</p> <p>CP/LK</p>
8. AOCB	
None raised.	
9. Date of next meeting	
<ul style="list-style-type: none"> Board agreed to meet w/b 20th October and then a month later. CF to circulate dates. Agreed that mornings were working well for most. Agreed to avoid Friday's as this is a non-work day for some members. 	CF
10. Key Decisions	
<ul style="list-style-type: none"> Board agreed that declarations of interest should remain as a standing agenda item. Board agreed NAC can recruit a Regeneration Officer to support the delivery of the Irvine PfN, in line with the role profile. 	

Action Log/Tracker

Action	Responsibility	Notes	Completion Date
Previous Minutes Updated to reflect role profile circulated to sub-group of Board.	NAC		
Minutes and Papers to be issued in a timely manner	NAC	Draft minute circulated shortly after September meeting.	
Declarations of Interest added as a standing item.	NAC		
SCIO creation progress	SE		
Christmas Light event update.	CP		

NAC to explore the use of Capacity Funding to secure the site around Bridgegate Square.	NAC	Ongoing	
Project brief to be circulated for feasibility study/options appraisal for Bridgegate.	NAC	Ongoing	
Online Survey to be developed for Board comment.	CP		
Update from Board to LPP on 15 th September	CP		