

Meeting	Board
Date	27 August 2007
Paper No	07/24
Presented By	Brian McAleenan, Chief Executive

MINUTES OF THE BOARD MEETING OF THE LENNOXTOWN INITIATIVE

Date: 27 June 2007

Time: 6.00p.m

Venue: Lennoxtown Enterprise Centre, Railway Court, Station Road, Lennoxtown

Present: Brian McAleenan, Jim Gilmour, Councillor John Dempsey, Dr Georgina Brown, Alan Sim, Karen Murray, Tom Docherty, David Allan, Derek Miller and Kathleen Haswell

		Action
	<p>Apologies and Introduction</p> <p>Apologies were received on behalf of David Carlin, Robert O'Donnell, Lynn Rew, Simon MacGillivray and Ian Reid.</p> <p>The Chairman introduced David Allan to the Board, as Lynn Rew's replacement, representing SED.</p>	
1.	<p>Minutes of Previous Meeting</p> <p>Following an amendment to the minutes to document that Tom Docherty was in attendance at the previous meeting, the minutes were proposed by Councillor Dempsey and seconded by Tom Docherty.</p>	SB
2.	<p>Matters Arising</p> <p>(a) Page 4 Item 7(b) – Local Plan</p> <p>The Chief Executive advised that a response had been submitted to the Planning Department of East Dunbartonshire Council requesting that the Board's views are incorporated within the Local Plan.</p> <p>(b) Page 4 Item 7(c) – Small Business Grants</p> <p>The Chief Executive confirmed that those applicants on the waiting list to attain funds via the Small Business Grant Scheme had been written to and advised that the scheme had been suspended pending the receipt of funds from the disposal of site 1b.</p>	
3.	<p>Financial Reports</p> <p>The Chief Executive advised that he had prepared a financial report for this meeting and as previously agreed, financial reports will be tabled at all forthcoming Board meetings.</p> <p>He issued a cash flow projection indicating certain pressure points, with particular emphasis on predicting a crisis point in February 2008, should we fail to realise funds from the Lennox Castle site.</p>	

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	<p>The Chief Executive advised that we had been in receipt of partnership funding from NHS Greater Glasgow and SED. As previously agreed, funding would be forthcoming from East Dunbartonshire Council following receipt of a Business Plan.</p> <p>Alan Sim reminded the Board that £10,000 of the overall funding received from EDC would be “on loan” to be repaid following receipt of funds from the sale of the Lennox Castle site.</p>	BMcA
4.	<p>Draft Statutory Annual Accounts for 2006/07</p> <p>The draft Management Accounts for the period January – March 2007, having been previously circulated to the Board, were approved by the Board. It was agreed they would be signed off by Derek Miller, Jim Gilmour and Alex Wingate.</p>	DM, JG, AW
5.	<p>Chief Executive’s Report</p> <p>1. Restoration of High Church</p> <p>The Chief Executive advised that following his original report estimating the cost of replacement for the floodlights at the High Church, subsequent damage had occurred and 12 lights in total now needed replaced. The Board agreed a need had arisen to re-design the lights, possibly by re-positioning “to lift them off the ground”. It was also felt appropriate that a CCTV camera be positioned towards the High Church.</p> <p>Alan Sim suggested that Historic Scotland may be able to offer practical information in relation to vandalism and also that listed building consent may be required.</p> <p>2. Salary Costs 2006/07</p> <p>A structured repayment plan has been agreed with East Dunbartonshire Council to re-pay salary costs between June – November 2007.</p> <p>3. Canal Festival</p> <p>The Chief Executive advised that Kirkintilloch and Twechar Initiatives were taking a stall at the Canal Festival scheduled in August 2007. The Chief Executive invited ideas/suggestions for representation and/or an appropriate theme for the event.</p> <p>4. Lennox Castle/Clan Kincaid</p> <p>The Chief Executive advised that an approach had been made by James Brisbin, Clan Kincaid, to make a visit to their ancestral home during the summer of 2008. The Initiative had offered their assistance in bringing this to fruition. It was suggested that Don Martin, Archivist, may be able to offer assistance with historical background information as well as Ian Arnott, Mudock Country Park, who regularly undertakes similar events.</p>	<p>BMcA</p> <p>ALL</p> <p>BMcA</p>

		Action
	<p>Dr Georgina Brown suggested that local businesses may wish to be informed as to the impending visit as she felt it may have the potential to encourage additional business.</p> <p>5. Village Masterplan</p> <p>The Chief Executive advised that positive meetings have taken place with Cube Housing, Allan Moyes and Kenny Simpson, EDC, agreeing the need for a masterplan which will enable partnership working for potential housing, and other developments within Lennoxton.</p> <p>6. Celtic FC/Summer Programme</p> <p>The Chief Executive advised that as East Dunbartonshire Council had not provided a summer activity programme for young people in Lennoxton, we had hoped to “tap into” the SLA for a two week coaching programme for young people over the summer months. However, Celtic had subsequently intimated that they would prefer to wait until the SLA was fully implemented.</p> <p>7. Planning Application – Tote Bookmakers</p> <p>The Chief Executive advised that a letter of objection had been submitted to East Dunbartonshire Council in relation to the proposed Betting Shop in Main Street.</p> <p>8. Councillor Kennedy – Campsie Memorial Hall</p> <p>Councillor Kennedy had made contact in relation to external painting works of the Memorial Hall, as well as his intention to call a Public Meeting to discuss the future of the Initiative.</p> <p>The Board agreed that Councillor Kennedy be advised that the Memorial Hall is within EDC ownership and as such, the responsibility for external painting/maintenance works lies with them.</p> <p>In relation to an article in the Kirkintilloch Herald pertaining to the management of the Campsie Recreation Centre, the Board were of the view that as the Recreation Centre is in EDC ownership, the responsibility of managing the Centre would lie with the Local Authority.</p> <p>9. Celtic FC – Job Opportunities</p> <p>The Chief Executive advised that 33 local people had registered an interest in the jobs available with Celtic. The Initiative had hoped to hold a mini Jobs Fair, but unfortunately as Celtic is releasing vacancies on an incremental basis, it was felt that there were insufficient vacancies at present to warrant this. The Initiative would, however, continue to offer assistance with application forms etc.</p>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>BMcA</p> <p></p> <p>BMcA</p> <p></p>

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	<p>10. Lennox Forest Trails</p> <p>The Chief Executive advised that he had been in receipt of a number of emails from the Pariah Trail Builders aggrieved at the recent demolition of the Lennox Forrest Bike Trails by the Forestry Commission.</p> <p>Councillor Dempsey had also been in receipt of similar emails. Alan Sim agreed to make contact with Mark Brand, Access Officer for EDC, to determine whether there may be alternative facilities that we can offer this group. Alan agreed to report back to the next Board meeting.</p>	AS
6.	<p>CCTV Proposal</p> <p>Following consideration of Report No. 07/22, the Chief Executive advised that progress is being made in relation to CCTV within the Main Street. Jim Neill, Community Safety Manager, EDC, has indicated that the cost of the scheme will be £200,000. The initial funds will be met by East Dunbartonshire Council via an interest free loan to be reimbursed by the Initiative following the capital receipt being received.</p> <p>The Board agreed that the Chief Executive would arrange a meeting with Jim Neill to be clear in relation to the position of the cameras within Main Street.</p> <p>The Board noted the contents of the Report.</p>	BMcA
7.	<p>Annual Review</p> <p>The Board unanimously approved of the format and style of the Annual Review acknowledging the input from the Chief Executive.</p>	
8.	<p>Consultation Event – Saturday 16 June 2007</p> <p>Paper No. 07/23 made reference to a Consultation Event held on 16 June 2007. The main purpose of the event was to determine local opinion in relation to the proposed Multi Use Games Area (MUGA) to be sited in High Park.</p> <p>The event was extremely well attended and a number of excellent ideas were presented by youngsters on the day; the results of which will be published in a report to be presented to the Board at a later date.</p>	MB
	<p>AOCB</p> <p>Memorandum and Articles of Association</p> <p>The Chief Executive advised that he had reviewed the Memorandum and Articles of Association which determined that three of the longest serving Community Directors require to resign at the Annual General Meeting. However, they can be re-appointed at a meeting immediately following the AGM.</p>	

Board Meeting	
Date	27 August 2007
Paper No.	26/07
Presented by	Chief Executive

LENNOXTOWN INITIATIVE

MINUTES OF THE AGM MEETING – 27 JUNE 2007

Date: 27 June 2007
Time: 7.00p.m.
Venue: The Glazertbank Country House Hotel, Lennoxtown

Present: Jim Gilmour - Chairman
Alex Wingate – Secretary
Brian McAleenan – Chief Executive
Derek Miller – Vice Chairman
Alan Sim, EDC
Councillor John Dempsey
Tom Docherty
Kathleen Haswell
Karen Murray, NHS
Dr Georgina Brown
David Allan, SED

In attendance: David Anderson, EDC

1. **Attendance**

In addition to the Board Members present, there were a further 49 in attendance.

2. **Apologies**

Apologies were received on behalf of David Carlin, Robert O'Donnell, Lynn Rew, David Whitton, Duncan Hamilton, Simon MacGillivray, Sue Bruce and Ian Reid.

3. **Quorum**

The Chairman indicated that there were sufficient Directors in attendance to ensure the meeting was in quorum.

4. **Minutes of Previous Meeting**

The Minutes of the previous AGM held on 29 March 2006, having been previously circulated to the Board, were approved by Derek Miller and seconded by Councillor John Dempsey.

5. **Report from the Board Chairman**

The Chairman thanked everyone for attending the fifth Annual General Meeting of Lennoxtown Initiative. He introduced and welcomed Brian McAleenan, our newly appointed Chief Executive. He expressed his appreciation to Duncan Hamilton, East Dunbartonshire Council, for his contribution to the Initiative during the interim period covered prior to the Chief Executive's appointment.

The Chairman also thanked the partner agencies, East Dunbartonshire Council, Scottish Enterprise Dunbartonshire and NHS Greater Glasgow and Clyde for their continued support.

The Chairman made reference to Celtic FC's Training Academy investment which could potentially secure 20 local jobs ranging from groundsmen, facilities management and catering staff etc. The Initiative is currently working in conjunction with Celtic to deliver these jobs for Lennoxtown.

The Chairman intimated that the Enterprise Centre had been officially opened by Andy Kerr, MSP, in December 2006 and advised that its fully equipped training suite was accessible to all.

There will be 16 new affordable houses available for let by Cube Housing over the next 6/7 months at the AWG site.

Forward Training have been relocated to the Initiative's previously occupied offices at School Lane on a year by year basis on the understanding that we may have a future requirement to re-occupy the building.

Eight CCTV cameras will be positioned appropriately within the Main Street and High Church, which will address community safety related concerns.

Greencore are at the planning stage of a £10 million expansion plan which will mean the creation of a further 40 new jobs within the village.

Solas Environmental – an environmental business providing roof insulation, wind energy etc are proposing a new venture at a site adjacent to the Baptist Church on Main Street, offering the potential for approximately 15/20 new jobs.

The Chairman intimated that the Initiative will be progressing proposals for the integrated health and community facility within Main Street, following full consultation with members of the local community as to the preferred site.

The Chairman expressed his appreciation to Mary Burns for her involvement within the Project Groups as well as the invaluable contribution from the associated Chairpersons.

6. **Report from the Chief Executive**

Brian McAleenan, Chief Executive, gave a general overview of the Initiative over the course of the year as well as a progress update.

Main Street

The Main Street Group, chaired by Audrey Langslow, have met with EDC Roads Department looking at various issues including speeding, illegal parking, car parking, travel to school routes and road markings.

The Group will also be looking at how gateways in and out of Lennoxton could be improved as well as the potential to develop a village square.

The Chief Executive indicated that the new housing developments will encourage enormous growth in the village. The priority therefore will be to create a better environment for the village, with particular emphasis on the Main Street.

The Integrated Health and Community Facility will hopefully be realised within two years offering good quality community space. It is anticipated this will cost in the region of £3/4million and as previously stated by the Chairman, will only be undertaken after full consultation with local people.

The Chief Executive made reference to the lack of facilities for young people and this was one of the issues being addressed by the Leisure and Recreation Project Group.

He touched on the eight CCTV cameras mentioned previously by the Chairman and intimated that the sites proposed at present were only indicative sites as no permanent location had been formalised.

Councillor Kennedy wished the Chief Executive and his team well but suggested that CCTV may move the problem elsewhere. He asked whether the Police had signed up to the proposal.

The Chief Executive responded that the CCTV system and associated Police support, would be managed by East Dunbartonshire Council as part of their overall management arrangements.

On a question raised by Councillor Kennedy in relation to road traffic issues at Benvue Road, he was advised that the Chief Executive would raise the issue with the Main Street Project Group for discussion with EDC Roads.

A question was raised in relation to the cost of damage to the lights at High Church. This is approximately £6,000-7,000. The Initiative will not make good the repair at present but will look at re-designing the existing lights to lift them off the ground to alleviate any further vandalism.

A question was also raised in relation to retail outlets i.e. an increased community could potentially require a number of different shops and had the Initiative thought of any incentives to encourage local businesses. The Chief Executive intimated that we may look at a possible theme to encourage new business.

7. Report from the Leisure and Recreation Project Group

Tony Findlay, Chair of the Leisure and Recreation Project Group, gave an extremely informative presentation to the AGM advising that the main aim of the group was improving leisure and associated facilities for the benefit of residents in Lennoxton. A constitution has been established allowing the group to apply for funding for current and future projects.

He made reference to the possibility of a Sports Campus which will encourage other sporting activities other than football. This will involve local school children to assist with the design, giving them a sense of ownership.

He intimated that there is strong representation from a number of football clubs with a requirement for changing facilities which will necessitate Lennox Initiative working in conjunction with East Dunbartonshire Council to address this issue.

Tony referred to a recent consultation event with participation from local schoolchildren who had suggested a number of activities that they would like to see in the village. The proposed MUGA (Multi Use Games Area) within the High Park seemed to be well received and has secured funding from Strathclyde Police, East Dunbartonshire Council and the SFA, is proposed for this financial year.

Tony expressed the Group's gratitude to Mary Burns for the support made to date. He advised that the next meeting will be held on Tuesday 7 August 2007 and welcomed anyone within the local community should they wish to participate.

8. Report from Auditors

John Anderson, French Duncan LLP, reported that in accordance with appropriate accounting practices, Lennox Initiative's accounts were a true and fair view of appropriate financial performance.

9. Appointment of Auditors

The Chairman requested the re-appointment of French Duncan LLP, Auditors for the forthcoming year. Their appointment was proposed by Tom Docherty and seconded by Derek Miller.

10. Election of Community Directors

Articles 41 and 42 of the Memorandum and Articles of Association indicate that at the conclusion of each AGM three of the Community Directors shall vacate office but shall be eligible for re-appointment by the other Directors under Article 40. The Directors retiring by rotation were Jim Gilmour, Robert O'Donnell and Alex Wingate.

Each of them had indicated a willingness to continue in office and the re-elections will be considered at a Board meeting immediately following the AGM.

11. Appointment of Partner Directors

The Chairman advised that representation from the partner agencies had been received for continued representation for the forthcoming year from Alan Sim, East Dunbartonshire Council, David Allan, Scottish Enterprise Dunbartonshire and Karen Murray, NHS Greater Glasgow and Clyde.

The Chairman intimated that Lynn Rew, SED and Ian Reid, NHS Greater Glasgow and Clyde, were retiring as Directors this year. He wished to thank both of them for their valuable contribution to the Initiative over their term. In particular Ian Reid who had been a tremendous champion in his involvement originally with the Lennox Castle Task Force and thereafter the Board of Directors.

12. Election of Office Bearers

Articles 48 and 49 within the Memorandum and Articles of Association indicate that there is provision to appoint a Chair, Vice-Chair and Treasurer. Appointment of office bearers will be considered by the Board of Directors at a Board Meeting immediately following the AGM.

Councillor Kennedy suggested that there should be a facility for “democratic” elections which would allow the community to elect a Community Director.

He was advised that there is currently no provision within the Company’s Memorandum and Articles of Association to allow this to occur and Community Directors are appointed with a relevant discipline which could be best served on the Initiative Board. This would be determined when a vacancy arose on the Board through a shortlist and interview process.

13. Any Other Competent Business

Jim McAloon, Scottish Enterprise Dunbartonshire, spoke on behalf of the partner agencies and thanked the Board for their time and expertise and acknowledged the significant achievements and progress made to date.

He intimated that the partner agencies were proud to be associated with the Initiative and thanked Brian and his team for their efforts throughout the year.

Meeting	Board
Date	10 December 2007
Presented By	Brian McAleenan, Chief Executive

MINUTES OF THE BOARD MEETING OF THE LENNOXTOWN INITIATIVE

Date: 22 October 2007

Time: 7.00p.m

Venue: Lennoxtown Enterprise Centre, Railway Court, Station Road, Lennoxtown

Present: Brian McAleenan, Jim Gilmour, Councillor John Dempsey, Dr Georgina Brown, Alan Sim, Karen Murray, David Carlin, Thomas Docherty, Kathleen Haswell, David Allan and Robert O'Donnell

		Action
	<p>Apologies and Introduction</p> <p>Apologies were received on behalf of David Anderson, Derek Miller and Simon MacGillivray.</p>	
1 & 2.	<p>Chairman's Opening Remarks/Greencore Expansion Plans</p> <p>The Chairman opened the meeting by reporting that Colin Smith, HG Consulting, who had originally been invited to update the Board in relation to the expansion plans at Greencore, had tendered apologies due to illness.</p> <p>The Chairman advised that he and the Chief Executive would meet separately with Colin on his return to work and would update the Board in relation to amendments which have been made to the original expansion plan proposals, with particular emphasis on the car park which the Initiative has an option over.</p>	
3.	<p>Minutes of Previous Meeting</p> <p>Minutes of the meeting on 27 August 2007, having been previously circulated, were approved as an accurate record of proceedings.</p> <p>Proposed by Kathleen Haswell, seconded by David Carlin.</p>	
4.	<p>Page 8, Item 8 – Celtic FC Opening Ceremony</p> <p>The Chief Executive intimated that the official opening of the Celtic FC Training Facility took place on 7 October 2007. The event was a great success and Peter Lawwell had expressed his gratitude to Lennoxtown Initiative for their part in the club's move to Lennoxtown.</p> <p>Kathy Haswell had reported that a question had been raised at a recent public meeting in relation to the sale of the land to Celtic from the NHS. Alan Sim advised that the land purchase had been based on the Local Plan and negotiations between the NHS and Celtic had been conducted in an open and transparent manner which had been documented, audited and controlled via Scottish Ministers.</p>	

		Action
5.	<p>Financial Report</p> <p>Having given a breakdown of the management accounts for the period July – September 2007, the Chief Executive reported that there had not been a great deal of change since the last quarter's accounts.</p> <p>The Chief Executive advised that recent legislation refers to changes in financial practices and additional responsibility for Directors. Details of the legislative requirements will be submitted to the next Board meeting for compliance by Directors.</p> <p>The Board noted and approved the accounts.</p>	BMcA
6.	<p>Update from Partners Meeting – 22 October 2007</p> <p>The Chief Executive advised that as detailed within the Business Plan, the anticipated cash flow projection highlighted operational funding difficulties in January 2008. In light of this, the partner agencies have agreed to the continuation of operational support costs until the receipts are realised from the sale of the former Lennox Castle Hospital site, anticipated in March/April next year.</p> <p>NHS Greater Glasgow and Clyde have agreed to provide a further £40k in 2007/08 and East Dunbartonshire Council will defer salary payments for the period January – March 2008. Owing to the uncertainty facing SED at present and the transfer of some LEC responsibilities to Local Authorities, it will be some time in the future before we are made aware whether SED will be able to assist with development funding for the integrated health facility, gateways etc.</p> <p>Following discussion, it was agreed that in the interim the Chief Executive would draw up proposals as to how to progress the development of the integrated health and community centre for the next Board meeting.</p>	BMcA
7.	<p>Update on Disposal of Site 1B</p> <p>Following consideration of Paper No. 07-32, the Chief Executive advised that there may be a detrimental financial impact to the “bottom line” figure from the sale of site 1b following the discovery of substantial levels of peat as part of the Site Investigation Report. The cost of these “abnormals” will be deducted from the acquisition price.</p> <p>The Chief Executive also reported that he has now had sight of a legal agreement which had been drawn up previously with NHSGCC and Mactaggart and Mickel which confirms that Mactaggart and Mickel are due to recover 50% of infrastructure costs for the whole site. It is proposed in the legal agreement that these costs are recovered from the receipt received from the sale of site 1b.</p>	
8.	<p>Chief Executive's Report</p> <p><i>Lennoxtown Enterprise Centre Lease and Service Level Agreement</i></p> <p>Following consideration of Paper 07-33, the Chief Executive confirmed that the issues associated with the lease and Service Level Agreement had been resolved and these documents have now been signed off with East Dunbartonshire Development Company.</p>	

		Action
	<p><i>The Hub Initiative</i></p> <p>The hub Initiative is a programme approach to the procurement of community based developments co-ordinated via East Dunbartonshire Council. Lennoxtown Initiative has been approached to determine whether we would wish to be included within this procurement vehicle, should EDC attain Pathfinder Status. The Board considered that this may be beneficial in progress towards the integrated health and community facility and agreed involvement in principle at this point.</p> <p><i>Lennoxtown Information and Support Awareness (LISA)</i></p> <p>LISA are arranging a weekend event for a group from Heidelberg, Germany, including a ceilidh and football tournament held within Celtic's new training facility. The Board suggested that this would be a good PR story for inclusion within our next newsletter.</p>	BMcA
9.	<p>Business Plan</p> <p>The Chief Executive reported that he had incorporated comments from the partners within the re-draft of the Business Plan. Karen Murray requested that comments within the business plan reflect how overall health and well being issues fit strategically within regeneration plans for the village. The Business Plan was approved on the basis that Karen's comments be incorporated and it is formally reviewed in March 2008.</p>	
10.	<p>CCTV Scheme</p> <p>The Chief Executive gave an updated position statement on CCTV in the village. Exact costs have yet to be confirmed by Jim Neill, Community Safety Manager, although he has stated that there will be a ceiling of £200k implementation costs. It is anticipated the system will go live early in the New Year.</p> <p>The Board of Directors requested that owing to the previously experienced vandalism at the High Church, that The Chief Executive have further discussions to ascertain whether two additional cameras would be able to be included at the High Church as part of this phase of the implementation. It was also noted that lighting at the High Church will require to be re-designed to combat any further vandalism.</p>	
11.	<p>Project Groups</p> <p>Following consideration of Paper No. 07-36 the Chief Executive reported that the Leisure and Recreation Group has secured funding to enable the development of a Multi Use Games Area (MUGA) and improved play facilities for the High Park. Construction will commence following appropriate positioning of CCTV cameras. The Board felt that this could be a 'good news' story for the local press.</p> <p>The Board agreed that it would be beneficial to investigate options to encourage tourism for the village and the Chief Executive was tasked to look at options in conjunction with the Heritage and Environment Group.</p>	BMcA BMcA

		Action
12.	<p>Finance Committee – Proposal</p> <p>Following consideration of Paper No. 37, the Board agreed the proposed remit for the Finance Sub Group other than issue d) where it was agreed that this be deferred to Business Gateway. The Board noted the commencement of the first meeting will be January 2008, quarterly cycle thereafter with three out of five required for a quorum.</p> <p>The Chief Executive will liaise with the members of the group to arrange dates.</p> <p>It was agreed that Derek Miller be requested to make up part of the group, should his commitments allow.</p>	<p>BMcA</p> <p>BMcA/SB</p>
13.	<p>AOCB</p> <p><i>Elected Member Correspondence</i></p> <p>The Chief Executive circulated copies of correspondence from Councillor Kennedy relating to Small Business Grants, Masterplan and Lennoxton Initiative Activities. It was agreed that the Chief Executive respond to the letter re Small Business Grants advising that we would resurrect the Small Business Grant Scheme when funds become available.</p> <p>It was agreed that Councillor Kennedy be directed to the website to find information available on the masterplan.</p> <p><i>Montages</i></p> <p>The Chairman requested that we consider the possibility of erecting more montages within the village.</p>	<p>BMcA</p> <p>BMcA</p>
14.	<p>Date of Next Meeting</p> <p>The next meeting was scheduled for Monday 10 December 2007 at 7.00p.m.</p>	

Meeting	Board
Date	25 February 2008
Presented By	Brian McAleenan, Chief Executive

MINUTES OF THE BOARD MEETING OF THE LENNOXTOWN INITIATIVE
Date: 10 December 2007
Time: 7.00p.m
Venue: Lennoxtown Enterprise Centre, Railway Court, Station Road, Lennoxtown

Present: Brian McAleenan, Jim Gilmour, Derek Miller, Councillor John Dempsey, Alan Sim, Alex Wingate, Karen Murray, David Carlin, David Allan

		Action
	<p>Apologies and Introduction</p> <p>Apologies were received on behalf of David Anderson, Simon MacGillivray, Robert O'Donnell, Kathleen Haswell, Georgina Brown, Tom Docherty and Jonathan Carlin.</p>	
1	<p>Chairman's Opening Remarks</p> <p>In the absence of the Chairman, who had been delayed at another engagement, the meeting was opened by Derek Miller, Vice Chairman, who agreed to act as Chairman of proceedings. The Chairman welcomed those Directors present.</p>	
2.	<p>Minutes of Meeting - 22 October 2007</p> <p>Having been previously circulated for consideration, the Board approved the content of the minutes as being an accurate record of proceedings.</p> <p>Proposed by Councillor Dempsey, seconded by Alan Sim.</p>	
3.	<p>Matters Arising</p> <p><i>Big Lottery/Young People's Fund Scotland</i></p> <p>The Chief Executive confirmed that an application had been received by the Big Lottery Committee and will be assessed in January 2008, with the outcome being decided in February 2008.</p> <p><i>LEADER Programme</i></p> <p>The Business Plan for the LEADER application was submitted to the Scottish Government on 14 November 2007 and a decision is expected in January 2008.</p> <p><i>Finance Committee</i></p> <p>The Chief Executive confirmed that a quarterly cycle of Finance Sub Committee meetings has been scheduled to commence in January 2008.</p>	

		Action
4.	<p>Chief Executive's Report</p> <p>Site 1b</p> <p>The Chief Executive advised that he had met with Peter Buchan's successor, Jason Hogg, Consultant for NHSGGC, from Jones Lang Lasalle. He advised that the preferred developer's Site Investigation Report had revealed that the site contained "abnormals" and therefore there would be associated costs for removal of the problem soil. Nevertheless, NHSGGC were still confident that works would commence early next year and that the receipts to the Initiative would be forthcoming shortly thereafter.</p> <p>The Chief Executive intimated that the Site Investigation Report would be made available to him for perusal.</p> <p>Newsletter</p> <p>The Chief Executive advised that the Newsletter had been well received by the local community and there had been a general improvement in the distribution in that it appeared to have reached every household in Lennoxton. The consensus of the Board was that the general content of the Newsletter was greatly improved and the Chief Executive undertook to try and improve the content further for the next edition.</p> <p>CCTV</p> <p>The CCTV programme is on track for completion early next year. The Chief Executive reported that both he and Jim Neill, EDC, Community Safety Manager, had met with local residents to iron out their concerns regarding the placement of cameras within Service Street and adjacent to Whitefield Lodge.</p> <p>Following the extensive consultation exercise which had preceded the installation of the cameras, some local people felt that these cameras had been installed at inappropriate locations. Following discussions with the Chief Executive and the Community Safety Manager, EDC, remedial action has subsequently been taken to re-site the cameras and resolve this issue to the satisfaction of the residents.</p> <p>Partners Meeting</p> <p>A further partners meeting has been scheduled for 11 February 2008 and the Chief Executive will update the Board thereafter.</p> <p>Celtic SLA</p> <p>The Chief Executive advised that he has now commenced formal discussions with Celtic FC and sports development staff from East Dunbartonshire Council in relation to the Celtic FC Service Level Agreement. He further advised that he had also met with the two head teachers from the local primary schools to discuss their requirements.</p>	BMcA

		Action
	<p>In effect the Chief Executive proposed that access to the Celtic training facility should be primarily targeted at both local primary schools and local boys' football clubs. As both local head teachers had expressed potential difficulties in transporting pupils to the facility there should be discussion with Celtic regarding the delivery of programmes within both local primary school premises. Broader programmes regarding health and fitness, nutrition and lifestyle should be extended across all 32 primary schools in the East Dunbartonshire area, in addition to all secondary schools within the area (including Kilsyth Academy which caters for placing requests from the East Dunbartonshire area).</p> <p>Mark Grant, Commercial Manager – Leisure, East Dunbartonshire Council, had agreed to discuss the proposals with the Active Schools Co-ordinators to include the relevant activities within the schools curriculum, potentially commencing February 2008.</p> <p>Legal Services</p> <p>The Chief Executive suggested that there may be a conflict of interest in relation to the continued use of our existing solicitors, who are also solicitors for NHSGCC.</p> <p>The Board agreed the company issue tender documentation for our legal services requirements and both Alex Wingate, Company Secretary, and the Chairman said that they would be available to assist in this exercise, should this be required.</p> <p>Whitefield Lodge</p> <p>The Chief Executive met recently with the Manager of Whitefield Lodge Nursing Home who had advised that an extension to their premises was proceeding and this could mean the requirement for a further 30 staff. It had been agreed that the Skills and Learning Manager would co-ordinate training requirements with Whitefield Lodge on the basis of a guaranteed interview at the conclusion of appropriate training.</p> <p>St Machan's Parent Council</p> <p>The Chief Executive has been offered, and accepted, a place on the St Machan's Parent Council.</p> <p>High Park</p> <p>Work due to commence on the MUGA (Multi Use Games Area) and play area following implementation of the CCTV camera installation, hopefully January/February 2008.</p> <p>The Board agreed that publicity for the event could focus on a consultation exercise to determine the wishes of young people and parents from the local primary schools and play groups. It was also thought appropriate to create a dedicated safe environment for very young children as well as a means of segregating them from the older age group.</p>	<p>BMcA</p>

		Action
	<p>High Church</p> <p>The Chief Executive has written to local Elected Members to make them aware of the CCTV works commencing within the High Church, to accommodate the two additional CCTV cameras, and the obvious sensitivities which surround this.</p>	
5.	<p>Integrated Health and Community Facility – Development Proposal</p> <p>The Chairman, Jim Gilmour, joined the Board Meeting at this point. He intimated that Derek Miller, Vice Chairman, remain in the chair to conclude proceedings. This was agreed by the other Directors present.</p> <p>Following consideration of Paper No. 07/38, the Board agreed that, following confirmation of funding arrangements to ensure appropriate resources will be applied to initial start up costs, as well as on-going running costs, that this paper would form the basis of future discussions with stakeholders/partners proposing to use the facility.</p>	
6.	<p>Greencore Mineral Water – Expansion Proposals</p> <p>The Board was asked to note the contents of report No. 07/39. The Chief Executive agreed to check the plans to clarify whether the amendment to Greencore’s existing expansion proposals would encroach on a larger area of ground to meet their needs, thereby generating a greater land value.</p>	BMcA
7.	<p>Lennoxton Masterplan Brief – Draft</p> <p>As an early draft, Paper No. 07/40 will form the basis for discussion with colleagues within East Dunbartonshire Council, with particular emphasis on Main Street in Lennoxton.</p> <p>It was considered beneficial that the Lennoxton Masterplan has a close relationship with the Local Plan. It was also considered prudent that the Chief Executive enter into discussions with Keith Scrimgeour, Greenspace, EDC, in relation to the extension plans for Campsie Cemetery, which may have an impact on the long term masterplan proposals.</p>	BMcA
8.	<p>Dunbartonshire Economic Audit 2007</p> <p>The Board was asked to consider the contents of Paper No. 07/41 on the basis that this was a summary of the full report which David Allan, SED, advised was available to download from the SED website.</p> <p>It was agreed that the findings of the report should be built into the masterplan in relation to potential demographic changes stemming from the new housing developments in Lennoxton.</p>	
9.	<p>Company Health and Safety Policy and Guidance</p> <p>The Chief Executive intimated that although there is no legislative requirement to have a Health and Safety Policy in place, for companies with less than five employees, it was considered good practice to have an adopted procedure for operational purposes.</p>	

		Action
	<p>David Allan requested that we take cognisance of health and safety requirements in terms of the operation of the business when moving into a construction phase. He intimated that SED are looking at all Special Purpose Vehicles (SPVs) and their obligation to contractors in relation to health and safety.</p> <p>David intimated that this review information could be shared in due course.</p> <p>It was agreed that an amendment would be made to the policy to reflect the Chief Executive as signatory rather than the Chairman.</p>	BMcA/ SB
10.	<p>Forestry Commission Scotland – Forest Land for Urban Communities</p> <p>Forestry Commission Scotland is proposing to turn 1,200 hectares of property into a new wooded landscape to the north of Campsie Glen. This exercise will follow full consultation with local residents and stakeholders beginning in Spring 2008. The Chief Executive will update the Board of details as matters progress.</p>	BMcA
11.	<p>Draft Schedule of Board Meetings</p> <p>The Board agreed the draft schedule of two monthly cycle meetings as detailed in Paper No. 07/44.</p>	
12.	<p>AOB</p> <p>Following a request from Councillor Ritchie, the Board unanimously agreed that minutes of Lennoxtown Initiative Board Meetings should be made available for public display within the local library.</p> <p>It was also agreed that as Annual Accounts detail commercially sensitive information, that any requests for copies of Annual Accounts should be made via Companies House or made accessible via a request to the Chief Executive.</p>	BMcA/ SB
13.	<p>Date of Next Meeting</p> <p>The next meeting is scheduled for Monday 25 February 2008 at 7.00p.m. within Lennoxtown Enterprise Centre.</p>	