

Subject: **Steering Group Meeting Minutes**

Venue: Annie's House

Date: May 19th 2026

Time: 19:00

Present: Jan Dawson - Chair (JD), Jeremy Osborne (JO) - Vice Chair, Ann Wildman (AW) - Treasurer, Andy Sandilands (AS), Bob Gibbons (BG), Janie Thomson (JT)

Apologies: Bob Gibbons (BG)

Issued by: JO

Circulation: Attendees, Apologies

Item	Subject	Action by	Due Date
1.0	Apologies / Introductions		
1.1	Apologies form BG		
2.0	Minutes of Previous Meeting		
2.1	Previous meeting (dated April 2026) agreed by those present		
3.0	Review of Actions to Date		
3.1	Review of the action log and update of actions, see Action Log		
4.0	Treasurers Report		
4.1	AW confirmed that there has been no change since last month.		
5.0	Funding Applications Update		
5.1	BG not present so cannot discuss. The group are aware that BG has made applications to REF and is in discussions with them and has made application to CO-OP for funding to support the Gala expenses. JO confirmed that he is still trying to get BG and SLC's Cheryl Williamson to talk about the process of funding through SLC managed funders (which includes REF).		
6.0	Website Update		
6.1	JT confirmed that she is working through the concern about search engine optimisation raised by BG last meeting.		
6.2	JO advised that he has the audio of the latest Les Hogan radio interview. JO to use "We Transfer" to pass to JT	JO	21/5
6.3	JT asked for a signed off version of the latest meeting minutes. JO to send March and April to JT	JO	21/5
7.0	Strathaven Gala (13th June 2026)		
7.1	Agreed to hold a Special Meeting before the Gala Day to ensure everything needed is available and gathered in one place. This will be on 10th June at 7pm at Annies House.	ALL	10/6
7.2	JO agreed to use the VW T6 van to hold all the Gala equipment and transport it to the Park on the day.	JO	10/6
7.3	Equipment: 1. Gazebo's - have 2 reserved at CAS. JO to collect 2. Projector - have a mini projector (JO holds).		

3. We need a laptop with a VGA or HDMI Port to couple with projector (or a convertor unit)
 4. Tables - we have 1 from AW (BG has suggested he can provide also)
 5. Flat white sheet (as projection screen) - AW to provide, or use a fitted sheet as an alternative
 6. Display Boards - Do not have yet. No agreement on how to procure at this stage (Buy from Gumtree?)
- 7.4 JD to place a request on FB for display boards we can borrow. JD 21/5
- 7.5 JO to enquire with SLC about loan also JO 25/5
- 7.6 Merchandise: Agreed that JT would prepare artwork for a new pull-up board, pens and stickers and JO would order these for us from VistaPrint. JT/JO 25/5
- 7.7 JD has balloons and postcards for us to sell. JD to check quantities and check gas bottles. JD to also provide sticky tape, scissors, string and pinboards. JD 10/6
- 7.8 Agreed that a QR Code would be added to a sheet and protected by lamination. JT to create artwork, AW to print and laminate JT/AW 10/6
- 7.9 Agreed we will need float for the day. No agreement on who provides or what denominations. Raise at special meeting AW 10/6
- ## 8.0 Letters of Support
- 8.1 JO provided updates of development of both letters and shared templates. Some amendments were required by the group.
- 8.2 Agreed that both letters be uploaded to the website. JO to provide digital copies to JT for uploading to the website JO 21/5
- 8.3 The group suggested that a new template be created for the politicians being approached. JO to draft and circulate for approval JO 25/5
- 8.4 Agreed that providing paper copies for the individual letters of support would be a good idea. AS volunteered to print them. JO to send digital copy to AS for printing. These will be left at CAS, the Library and at the Gala event. JO/AS 21/5
- 8.5 JD to place post on FB to alert people to these letters and ask them to download, complete and send, by email, to FOSC1300@gmail.com. This will follow from the plea made by JO on the radio interview with Les Hogan. JD 21/5
- 8.6 JO to speak to Theo (of Roasted) about the Strathaven Business Association (SBA) involvement in this. This will now be after 1st June. JO asked for help and support in talking to all businesses in Strathaven to garner their support via a letter of support. This will now be after 1st June. It was suggested that we create cards with our request, the website address and return email address to pass to the business owners. JO to look into this JO 1/6
- ## 9.0 SLC & Others Contact
- 9.1 JO confirmed that SLC's John Fitzgerald (JF) had been provided with the information from Simon at HES about the need for Stone Mason and Tree Surgeon (Simon emailed with JD about this). JF has taken this on board and is looking to find suitable contractors for us. JO has also tried, unsuccessfully, to set up a Teams meeting with SLC's Cheryl Williamson and our BG. This is ongoing.
- 9.2 JO confirmed that he will not be able to attend the CAS film screening. JT volunteered to attend. JO to send Eventbrite details to JT. JO 21/5

10.0 Any other Competent Business

- 10.1 AS advised that Jardine Paterson had been into the museum and asked for details of the castle and its needs. The Castle is on Jardines radar and we await any follow up.

11.0 Next Meeting

- 11.1 Date of the next FoSC committee meeting is 18th June 2025.
Venue Annies House **[THIS WAS NOT DISCUSSED OR AGREED]**
- 11.2 There will be a special meeting to finalise arrangements for the Gala. This will be 10th June 2026 at Annies House.

Agreed and approved by Jan Dawson, Chair

