



## Stapleford Towns Deal Executive Board

Minutes of the meeting held on  
Friday 9 December 2022 9.30am  
Council Offices, Beeston, Nottingham, NG9 1AB

### Present

Ian Jowett (Chair)	WMD Ltd
Zulf Darr	Broxtowe Borough Council
Cllr Richard MacRae	Broxtowe Borough Councillor
Cllr John McGrath	Stapleford Community Representative
Tom Spink	Mypad
Will Morlidge	D2N2
Cllr Teresa Needham	Stapleford Town Councillor
Cllr Sue Paterson	Stapleford Town Councillor
Cllr Jan Goold	Stapleford Town Councillor
Robert Flatley	MP's Office
Babs Sandhu	H Telecentre/Euronics

### Observers

Jonathon Little	Broxtowe Borough Council
Vicky McCourt	Broxtowe Borough Council
Anya Lyons	Broxtowe Borough Council
Stephen Evans	Peer Review Team
Melanie Phythian	DLUHC
Stuart Baird	BakerBaird
Colin Hallahan	Faithful and Gould
Lucy Sykes	AECOM

### Apologies

Paul Sweeney (Vice Chair)	Robert Ellis Estate Agents
Darren Henry MP	Member of Parliament for Broxtowe
Sue Cumberland	Little Drivers Stapleford Ltd
Ryan Leggat	Ryan's Plumbing and Heating
Ruth Hyde	Broxtowe Borough Council
Cllr David Grindell	Broxtowe Borough Councillor
Jonathan Smith	Nottinghamshire County Council

	ACTIONS
<b>1) Welcome and Introductions (Chair)</b> IJ welcomed everyone to the meeting.	
<b>2) Apologies for absence: (Chair)</b> Apologies noted from Paul Sweeney (Vice Chair), Darren Henry MP, Ryan Leggat, Cllr David Grindell, Sue Cumberland, Ruth Hyde, Jonathan Smith.	
<b>3) Agreement of minutes of previous meeting (All)</b>	



<p>RM requested an amend, and advised that he is not a paid Youth Worker, he supports the youth club.</p>	
<p><b>4) Procedures</b> <b>a) Declarations of interest (Chair)</b> RM declared youth club connection. TN declared she is an employee of University of Nottingham.</p>	
<p><b>b) Discretion of sensitive information (Broxtowe Borough Council)</b> JL reminded those present not to disclose sensitive information outside this meeting eg ongoing grant applications, businesses' sensitive information, etc. Members noted and in agreement.</p>	All Board members
<p><b>5) Delivery Board Updates on live projects</b> <b>a) Town Centre Recovery Fund (<i>Report Attached</i>)</b> VM gave verbal summary of report. 62 applications are live, 57 Grant Offer Letters have gone out, and 23 businesses have been paid their award in full. RM proposed extending the eligible area to the end of Mill Road to allow one of the oldest buildings to apply. Mel P confirmed the Board have authority to extend boundary. JL advised that the funding boundary was set up to improve the High Street, the fund is nearly committed and though it is not perfect it could raise expectations beyond available funding. TH also believes the boundary should have been extended to the Towns Deal area when previously extended, but now it feels too late. It was agreed that the open round should be based on the existing boundary. If by end of February, there are still significant uncommitted funds then we could consider extending/ revising the boundary to ensure full spend.</p> <p>RM asked BBC to investigate if application no. 6 is still trading as Neighbouring businesses are reporting it as a vacant unit. RM fed back some comments from local residents, including the new owner of a reserve list business, who he believes has received a large amount of grant funding already. TN responded that this is speculation and are untrue, the panel are not aware of these.</p> <p>VM asked the Board to approve: 1) the reopening of the STCRF grant scheme; 2) prioritise the most visible businesses on high street and those that create outputs not yet achieved; and 3) move deadline for full project completion to 30<sup>th</sup> June 2023. Board voted unanimously in favour of all 3 items.</p> <p>AL presented 2 large applications (No. 4 and 73) for approval following Energy Survey Reports from the University of Nottingham.</p>	VM /JL / AL / PW  VM / JL



<p>RM abstained from vote on application no.4. The Board voted to approve both applications (pending quotes and usual financial audit checks.) The Board also voted for the addition of PV panels into both awards. Bringing the total awards to:</p> <ul style="list-style-type: none"><li>- No.4 £78,575 (30% cofunded)</li><li>- No.73 £72,900 (30% cofunded)</li></ul>	AL / PW
<p><b>b) Additional Learning Facility Verbal Update (<i>Vicky McCourt</i>)</b></p> <p>VM presented a verbal report and costing appendices. She explained that the classrooms are due to be finished in May, and the external works by July, so can't defray the spend target this financial year, but will spend significant amount of the budget.</p> <p>TH queried if we are within budget. VM confirmed it was.</p> <p>WM queried the façade design agreed last July. IJ this design was too expensive. CH added the design was not felt to be appropriate to NCC so ARC are redesigning.</p> <p>Board approved costings. VM advised BrBC will continue to work to achieve savings and produce the best VfM</p>	VM
<p><b>c) Enterprise Hub presentation of new car park design (<i>Vicky McCourt, design brief</i>)</b></p> <p>VM updated that Tiles UK should be demolished by end of December and presented 3 design options for the new carpark from Via EM. Recommended Design A, as B and C have non-traditional parking methods that may deter drivers using the car park.</p> <p>VM then discussed ground floor of the Enterprise Hub itself designs ideas, including a 'Maker's Space' on ground floor and a garden café and apiary on the top floor. VM noted we're slower on spend on this project than initially projected.</p> <p>RM advised that more secure cycle parking is needed than the basic cycle parking showed on design. JL assured RM that although not shown on this design, secure cycle parking will be included at this site as part of the wider Safer Cycling Project.</p> <p>TH prefers Layout A but queried hatched empty area. VM explained this is designed in so people can reverse and get out easily. TS asked about EV charging, VM confirmed there are 4 EV bays in the designs. TH stated 4 EV spaces is insufficient for modern demand.</p>	



<p>AL explained the 4 EV spots are based on power capacity and that Western Power advised a substation would be needed to increase the number. WM suggested PV panels for the EV chargers. He added a substation would support long term development ambitions for the Town. TS advised that to reduce future infrastructure costs we could do ductwork for a substation now. TH added that if we have slower chargers we can have more EV points. TN surveys show most people are in Stapleford for less than an hour so this may not work. MeIP suggests data collection on usage of existing Victoria Street EV chargers. JM noted a preference for quicker chargers. JL said BrBC will thoroughly review all EV charger options and come to the delivery board to make a plan which we will present at next Executive Board meeting.</p> <p>VM asked the Board to:</p> <ol style="list-style-type: none"><li>1) approve an increase in budget for car park construction;</li><li>2) approve ITT route for design and construction of Enterprise Hub; and</li><li>3) vote on a preferred design option.</li></ol> <p>TN queried how the increase in budget affect cost benefit ratio? JL assured TN this won't push the BCR below 1.</p> <p>Board voted unanimously in favour of both approval items. Board voted unanimously for Car Park Design A, pending investigation into EV chargers and better cycle parking.</p>	<p>VM / AL</p> <p>VM / JL / AL</p>
<p><b>d) Community Pavilion and Stapleford Town FC (<i>Faithful &amp; Gould design presentation</i>)</b></p> <p>CH presented latest draft masterplan and internal block plan for review. He added that management and usage agreements are a work in progress.</p> <p>TN likes design but shares Hicking's Lane residents' concerns about the new building position blocking their view and sunlight. CH assured neighbours will be consulted and the new building position along the Hicking's Lane tree line will shield homes from planned pitch floodlighting and noise.</p> <p>RM advised that the small hall (100m<sup>2</sup>) is too small for the dance classes currently held at WD Community Centre. RM also expressed concern that some reported arrangements with STFC would make agreement with other stakeholders difficult to achieve. The Board were advised that no agreement or management plan has been made with any organisation yet. JL emphasised that only this Board will make a decision on who formally manages the building. 2 meetings have been held with STFC, but these were to discuss the Football Foundation grant application.</p>	



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<p>JM advised that there is sufficient space for groups eg WDCC dance club to use if they work together to time manage the large hall and other rooms. TH clarified Delivery Board only makes practical decisions, such as construction specifics.</p> <p>TH queried how the new 3G pitch will affect park users and dog walkers; whether cricket has been consulted; and if the Youth Club support the latest design.</p> <p>JL answered cricket are being and have been consulted and £120k is earmarked to help them move to a new site. BrBC are negotiating with NCC to try and meet Youth Services' requirements whilst remaining within budget.</p> <p>WM suggested that the Library ALF could relieve demand of the new Centre if needed; a gender neutral toilet is included; and PV is put on the roof. CH assured that F&amp;G will accommodate all gender identities in plans and have contractor reviewing PV and 'green' materials options.</p> <p>RM noted the Bowls club thought the consultation meeting at Hicking's Lane was on Teams hence nonattendance.</p> <p>RM does not support the current design and suggests a separate Youth Club building. JL advised that the building was moved to a new location as Sport England required Bowls retention on site. VM advised that the youth club would have a minimum of 450m2 of their own space at the new facility, plus first use of 2 upstairs training rooms, the small hall and access to all communal rooms. This space represents a significant upgrade on their current space. The Youth Club does not have to move from their current location if they don't want to.</p> <p>TH the current Youth Club site has no outdoor space. If they lose a small amount of internal footprint they are still gaining a larger total footprint due to outdoor space.</p> <p>Could Youth Services contribute the money from the sale of their existing building? The meeting was advised that NCC do not plan to support the move financially.</p> <p>RM asked BrBC to clarify ownership and use of the building to prevent inaccurate information circulation on social media. JL agreed to do what he could.</p> <p>VM asked Board to approve new building position and draft masterplan with potential for further minor changes. 1 vote was against the proposed design, all other Board Members voted in favour.</p>	<p>CH</p> <p>JL</p>
<p><b>e) Cycle Hub and Proficiency Training Track Update (Anya Lyons)</b></p>	



<p>AL presented the report, and gave a verbal update on the success of the cycle hub including some case studies. The cycle working group is resuming on 16<sup>th</sup> December chaired by Darren Henry MP.</p> <p>TH commented we need a sign on the Hub building. AL updated the Board that Ridewise are leading a competition with Albany Junior School to design a sign.</p> <p>RM asked AL to pass on the Board's thanks to Ridewise. He also requested a bigger noticeboard, some cycle route maps, and to promote that Ridewise are offering secure coded locks.</p> <p>JM noted that leaves on cycle paths are a hazard so leaf sweeping is needed. WM advised that the opening event should be postponed until after the election period (June onwards) because of purdah.</p> <p>Board voted in favour of decisions 1, 2, 4, and 5. Board voted in favour of decision 3 conditional on WM's recommendation.</p> <p>Microsoft Teams lost connection so LS so was unable to present AECOM's Mini Holland presentation.</p>	<p>AL</p> <p>AL</p> <p>AL/VM</p>
<p><b>6) Street Improvement Scheme business case (<i>Faithful &amp; Gould</i>)</b> JL updated that this last business case is about to go into Government.</p>	<p>JL / VM</p>
<p><b>7) Programme Review DLUHC Monitoring submission sign-off</b> JL presented financial report. MeIP said the approx. £400,000 programme management fund should have been released from DLUHC. ZD responded he will check for this and get back to MP. Subject to validation the Board agreed to submit the return.</p>	<p>ZD / JL</p>
<p><b>8) Communications &amp; Publicity update (<i>BakerBaird</i>)</b> SB gave a quick verbal update to accompany his presentation. Thanked members for sharing communications pieces and correcting misinformation.</p> <p>SB please send car park name suggestions in via email. WM suggests local schools name the car park. TH suggests it is called Stapleford West Car Park and rename Cliff Hill to Stapleford East car park.</p>	<p>SB / Board members</p>
<p><b>9) Schedule of future meetings</b> Agreed.</p>	
<p><b>10) AOB</b> JM promoted Charity Football event on Boxing Day on Hicking's Lane. AL asked all members to please take the Towns Deal promotional materials at back of room to distribute locally.</p>	



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**11) Date of next meeting (Chair)**

**10<sup>th</sup> March 2023 at BrBC Offices**