

## **STAPLEFORD TOWN FUND EXECUTIVE BOARD**

**Friday 9<sup>th</sup> June 2023 at 10.00 am**  
Council Chamber, Beeston Office

### **PRESENT:**

Ian Jowett (Chair)  
Paul Sweeney (via Teams)  
Zulf Darr (via Teams)  
Darren Henry  
Councillor Richard MacRae  
Ryan Dawson (via Teams)  
John McGrath  
Councillor Sue Paterson  
Jan Gould  
Melanie Phythian  
Will Morlidge  
Tom Spink

WMD Ltd  
Robert Ellis Estate Agents  
Broxtowe Borough Council  
Broxtowe MP  
Broxtowe Borough Council  
Broxtowe Borough Council  
Stapleford Community  
Stapleford Town Council  
Stapleford Town Council  
Towns Fund Policy Advisor  
D2N2  
MyPad

### **OBSERVERS**

Jonathon Little  
Sam Comerie  
Chantal Lancashire-Woolley  
Phillipa Ward (notes)  
Stuart Baird  
Helen Hemstock (via Teams)  
Janet Sims

Broxtowe Borough Council  
Broxtowe Borough Council  
Broxtowe Borough Council  
Broxtowe Borough Council  
BakerBaird  
Ridewise  
on behalf of Darren Henry MP for Broxtowe

### **APOLOGIES:**

Ruth Hyde  
Councillor Jonathan Smith  
Councillor Richard Jackson  
Nicola Stevens  
Councillor Teresa Needham

Broxtowe Borough Council  
Nottinghamshire County Council  
Nottinghamshire County Council  
Nottinghamshire County Council  
Stapleford Town Council

	<b>ACTION</b>
<b><u>1) Welcome and Introductions (Chair)</u></b>	
The Chair welcomed everyone to the meeting.	
<b><u>2) Apologies of absence</u></b>	

<p>Apologies of absence were received and noted. Sue Cumberland resignation shared.</p>	
<p><b><u>3) Agree Minutes of previous Meeting (Chair)</u></b></p> <p>The minutes of the previous meeting dated 24 March 2023 were agreed.</p>	
<p><b><u>4) Procedures (Chair) – a) declarations of interest, b) collective responsibility for decisions made, c) membership</u></b></p> <p>a) <u>Declarations of interest</u> There were no declarations of interest.</p> <p>b) <u>Collective responsibility for decisions made</u> JL emphasised that all decisions made by the Executive Board should remain even if challenged following meetings to maintain the collective responsibility of the Board.</p> <p>c) <u>Membership</u> Previous rules on membership was decided based on the LAF and how it recruited Board Members which must be 51% from the private and voluntary sector over Public sector composition. The Stapleford Town Fund Board still has a balance that is greater for the private and voluntary sector.</p> <p>MP explained that the Towns Deal did not stipulate percentages this was a requirement only for the STF. If the Board decided to make any changes then they would not be breaking any rules.</p> <p>JL advised that STF would retain its 51% rule needing four members to be quorate.</p> <p>The Board members who have lost their seats following election results have been written to confirm their resignation.</p> <p>The Board voted unanimously in favour of Jan Goold to represent the Board as a voluntary sector member.</p> <p>MP stated that there must be an NCC representative on the Board. RJ at NCC was asked to confirm his membership in writing, but no response has been received.</p> <p>WM offered resignation due to increased commitment to external affairs. Suggested replacement to be advised.</p> <p>WM suggested the need for a clear brief on what is expected when joining the Board regarding the level of commitment needed and that officers are here to support the TD Board, not the Council. Ensuring</p>	

<p>that the length of the process is made explicit to prospective members is important to private sector members (taken 4 years to date) was noted as being important to convey to potential new members.</p> <p>It was discussed at Delivery Board to issue a Press Release to the private sector to recruit 3-4 more members from the private sector.</p> <p>Due to changing boundaries in the TD, would be beneficial to have a councillor representative from each area.</p> <p>Discussion over Cllr Ross Bofinger or Cllr Katherine Howard to be approached regarding membership. RB is on also planning committee but RD confirmed that this is not a conflict of interest. SC to write to Cllrs to gauge their interest in joining the Exec Board.</p> <p>Noted that a representative from the Helpful Bureau has previously offered to become a member.</p> <p>DH wants to take this opportunity to invite more investment interests to join the Board (D2N2, CBI, Federation of Small Businesses, Chamber of Commerce), to get it right for businesses and bring innovation.</p> <p>Discussion ensued over membership. DH reported that he was concerned about potential conflicts of interest regarding particular, potential members. Agreed that an off-line meeting would be held regarding these issues and reported back to the Board for a decision.</p> <p>Circulate press release to potential private sector members.</p>	<p><b>SC</b></p> <p><b>SC</b></p>
<p><b><u>5) Delivery Board Updates</u></b></p> <p>a) <u>Town Centre Recovery Fund (JL)</u></p> <p>An update of current spending figures was reported.</p> <p>Deadline for schemes was 30<sup>th</sup> June but schemes unlikely to complete in time were contacted. 12 businesses were granted an extension of time for an extra quarter (end of September) deadline. All voted in favour of this.</p> <p>Post Office grant of £20k still ring-fenced.</p> <p>There were suggestions to incorporate a PO within a banking hub in the town. DH to speak to the Post Office.</p> <p>DH and JL welcomed this facility, there is no reason why we can't have more than one Post Office.</p> <p>b) <u>The Additional Learning Facility (SC)</u></p>	

An update of current spending figures was shared.

The internal works are now completed and final costs are currently being confirmed and finalised. Any remaining budget to be considered as part of Phase 2 external works.

Design options for the external works have been completed within the current budget. These options will be brought to the next Executive Board meeting for approval.

Project is due to meet all outputs stated regarding jobs once the facility opens.

Opening Event scheduled for 24<sup>th</sup> June AM. Invites have gone out to all members. A press release was due today (09/06/23) with IJ and DH input. Broxtowe Borough Council are working with Aspire and BakerBaird on all Communication and Marketing for the event.

JMc queried extending invitation of event to older generation (the WI and Richards Group). DH supported this and highlighted that a library is a place for all generations without stigma. SC shared that Inspire were running the invites for this event but if JMc sent details of additional groups to be invited, then these could be passed onto Inspire.

Discussion over Board representation at the Opening Event. DH confirmed his attendance. IJ and JMc sent apologies. RMc queried Mayor attendance (both of Broxtowe Borough Council and Stapleford Town Council). SP suggested that Cllr Ross Bofinger should be invited.

#### Enterprise Hub and new car park (SC)

Planning permission was granted on 8<sup>th</sup> March 2023 for a new car park to be built on 131-133 Derby Road as a piece of enabling work for main enterprise project. The current car park design has 44 bays, 6 cycle spaces, lockers and EV chargers.

Project timelines from VIA were shared and fortnightly progress meetings have been set up with VIA to discuss progress and avoid further delays. The importance of these fortnightly meetings was highlighted to ensure they are able to meet targets and link to other projects in TD.

SC seeks following the final construction costs being received for the car park, she will write to Board members for approval and if cost has increased significantly, they will be made aware. All voted in favour.

JL

Query raised over whether a contract for this piece of work with an end date has been signed by VIA yet. JL agreed to take back to Delivery Board on this.

An open design tender up to RIBA Stage 4 for the Enterprise Hub went out to architects on Monday and is a 30 day process. They would need to commit to deliver within timescales. WM reminded members of the importance of remembering Broxtowe's strong social values in procurement (apprenticeships/work experiences etc.).

SC shared that appointments of contracts will be in August 2023 but is time dependent depending on the number of tenders received.

The procurement process for tenders will involve the Chair of the Executive Board and a private sector Board member.

#### Community Pavilion – process update, consultation and planning update (SC)

SC announced that Planning Permission was granted at Planning Committee on 7<sup>th</sup> June 2023 for the pavilion on Hickings Lane for Option C which was agreed March 2023. The reconfiguration of a central location for the MUGA and the pavilion being placed over the current site and not along the axis of the Recreation Ground was noted.

The project is now in a position to progress and there will be a bid for further funding for a 3G pitch to the Football Foundation.

SP suggested a sensory garden in the space allocated to the community garden. SC noted this and will take suggestion back to the Architect but it was noted that finer details like this still haven't been finalised and there will be further community consultation regarding design features.

There was a community consultation event held 25<sup>th</sup> May 2023 with over 80 people in attendance. It was shared that there was a mix of people and views with 37% of people voting that they would be likely or very likely to use the facility. 26% voted as unlikely to use it. The importance of continuing to inform the community of what potential use the new building will have and involving them in the detailed design process was noted.

Objection of Sport England to the planning application discussed. It was noted that to satisfy Sport England we have to provide more green space and re-locate Cricket facilities. Therefore, cricket relocation was imperative to the progress of this project.

Funding application for the 3G pitch following approval at Cabinet on 6<sup>th</sup> June was underway. SC shared that there was a meeting next

week with STFC and Football Foundation. JMc shared that he was approached by Ilkeston Hockey Ladies to potentially also use proposed 3G pitch.

RMc concerned that the public are wanting to know what was happening with Cricket.

#### Cycle Network Hub and Proficiency Training Track Update (SC, HH – Ridewise and DH)

Helen Hemstock from Ridewise joined via Teams for this item.

DH as chairman of cycle network for STD presented. He stated that the flagship project for cycle project is what happens at Pasture Road (including a zebra crossing, smooth road, use space properly to support Mini Holland and utility cycling). He believes there are achievable deliverable outcomes involved.

DH informed Board of the formal opening of the Hub and Proficiency Track and to use this event to highlight the progress that the TD is making and ignite people's belief in the TD succeeding.  
Event scheduled for Monday 3<sup>rd</sup> July 1.30-2.30pm.

Active Travel Commissioner Chris Boardman MBE attending and officially opening the event. All members voted in agreement of this. DH informed Board that Jesse Norman (Senior Minister for Cycling) was also invited. He is a good link to Mini Holland and LUF Fund for Kimberley opportunities. Consideration of disabilities and wheelchair user friendly tracks were noted.

Invitees to the event were discussed. It was confirmed that local Primary Schools would be invited to attend. RMc reminded DH to include Foxwood School in this. CLW to write a letter of invitation on behalf of DH today.

Ridewise were invited to support with the event and HH agreed to this. DH also expressed interest in the policy attending due to their work with ebikes and general councillor's attendance. DH emphasised that the event was a great opportunity to promote STD in general and that the plaque/hoarding/leaflets and banners should promote general STD. RMc added that Ridewise have disability friendly bikes that could be explored as part of the event.

DH invited all members to the virtual meeting to discuss the event on 15<sup>th</sup> June and highlighted new phraseology of 'walking, wheeling and cycling.'

RMc shared that the Scouts had been using the track (2 groups from Sandiacre and Toton) and the following day the Stapleford scouts were there highlighting what a positive impact the

track was already having. DH invited Board members to pre event visit this afternoon.

Helen Hemstock from Ridewise gave verbal update on the Hub. The Hub has now been open 24 weeks and 331 bikes have been refurbished and made road worthy again. HH shared that they had leveraged funding from other sources to give people opportunities to gain confidence with cycling and they had consequently supported 100 hours of cycling training running from the Hub. This Hub is most popular location they have had with 72 bikes donated from community, refurbished and put back into stock for community to use. Ridewise have given 24 bikes directly to residents in Stapleford. The shared benefits of cycling were highlighted; families wanting their children to learn and also wanting to learn with their children.

HH shared that there were higher numbers of people with a disability accessing opportunities at this Hub than their other 4 hubs. Ridewise have been using other funds to allow these people access to other disability bikes. It has proved busy and popular, helping vulnerable and isolated people, to people looking to be more active and be more active in the community.

Helen shared that the Hub uses volunteers from probationary services as a work experience tool (to learn skills to get into bike workshops in the future) as well as Duke of Edinburgh volunteers. – using this as a way to gain experience.

RMc wished to pass on his thank the people at the Hub stating that they are great ambassadors for Ridewise and that feedback from residents is hugely popular and transformative.

JL shared Ridewise request for a grant to continue operating this year. All voted in agreement of this.

#### Street Improvement Scheme business case update and decision on the The Roach high level re-design (SC)

A Traffic Management business case and PAR has been granted approval from DLUHC. SC shared that we still need a further study to improve the Roach.

RMc explained that residents were asked to look at proposals during consultation stage but have not received any further feedback. JL advised that VIA had received advanced money to get the initial survey work done and is now with VIA to implement. VIA were voted to be the single contractor. VIA will do the designs and then consult again with the community. RMc suggested Carnegie Hall as location for this workshop.

<p>SC shared that BrBC's internal Comms and BakerBaird are working closely together and planning on promoting these updates to the public.</p> <p><u>Programme Issues (JL)</u></p> <p>JL is submitting latest monitoring and evaluation report to DLUHC today.</p> <p>JL asked RMac to provide him with the enquiry he has received regarding the breakdown of how the Towns Deal monies have been spent.</p> <p>RMac asked about the toilets, bins and gate on Ilkeston Road. SC informed him these issues were in hand. SC/CLW to inform Parks/Waste of these issues.</p> <p><u>Communications and Publicity Update (SB)</u></p> <p>SB informed that the community consultation event ran well. Graphics for event were turned round in a week and were used to bring the project to life. There was mixed feedback at the consultation but this was passed by planning.</p> <p>The opening of the ALF on 24<sup>th</sup> June was next highlight. BB were keeping people informed with STD progress with a Town Deal map, designed as a new trifold leaflet that explains clearly what is going on. There will be a leaflet drop of this to all Stapleford households (7.5-8k people).</p> <p>BB are working with DH and BrBC Comms regarding the Cycle Track Opening Event.</p> <p>SB shared first draft of mural design to go on the side of the Cycle Hub commissioned by local street artist, Elliot Cane. SC clarified that Board feedback was needed imminently for the mural to be produced in time for the opening event and would welcome any comments.</p> <p>JMc suggested a permanent mural in Stapleford itself to mark the end of the Towns Deal projects. Suggested that we could use this to highlight the history of Stapleford and important figures (e.g. Walker Parker and remembering that next year marks 80 years since the end of WW2). Idea of using local artists (e.g. Kaenan from Skate Nottingham) also mentioned.</p> <p>SB has been inundated by local journalists asking about the Cricket club and Hickings Lane. RMc suggested creating a statement to be released on this and JL will circulate around the Board. JL to provide written update on CC relocation and circulate to the Board.</p>	<p>SC</p> <p>JL</p>
<p><b>AOB</b></p>	



1. The Chair thanked WM for his work and commitment to the STD Executive Board.	
<p><b><u>Date of next meetings</u></b> (Chair)</p> <p>The following meeting has been scheduled in the Council Chamber, Beeston Offices unless otherwise advised.</p> <ul style="list-style-type: none"> <li>• Friday 8 September 2023 at 10.00 am</li> </ul>	

MEETING CLOSED AT 12 NOON