

**STAPLEFORD TOWN FUND EXECUTIVE BOARD**

**Friday 17 January 2020 at 2.00 pm**  
Broxtowe Borough Council, Carnegie Centre, Stapleford

**PRESENT:**

Councillor David Grindell	Broxtowe Borough Council
Councillor Richard MacRae	Broxtowe Borough Council
Councillor Ella Kearney	Stapleford Town Council
Ian Jowett (Chair)	WMD Ltd
Paul Sweeney (Vice Chair)	Robert Ellis Estate Agents
Jessica Brannan	Broxtowe Youth Homelessness
John McGrath	Stapleford Community Centre
Will Morlidge	D2N2 LEP
Zulf Darr/ Ryan Dawson	Broxtowe Borough Council
Frank Taylor	Property Investment
Louise Lydiatt	Hawley and Rogers Solicitors
Paul Gaughan	Paul Gaughan Property Consultants
David Brierley	HS2
Kim Soucy	HS2
Jeff Edwards	Edwards Clegg Solicitors

**OBSERVERS:**

Rebecca Ogden	Broxtowe Borough Council (Minutes)
Councillor Tim Hallam	Stapleford Town/Broxtowe Borough Council
Carl Husted	Constituency Office
Luke Cairney	Broxtowe Borough Council
Matt Batterham	Broxtowe Borough Council

**APOLOGIES:**

Councillor Richard Jackson	Nottinghamshire County Council
Darren Henry MP	Broxtowe MP

	<b>ACTION</b>
<p><b><u>Welcome and Introductions</u></b></p> <p>IJ welcomed the Executive Board to the meeting and observers were noted that they were unable to contribute or have any voting rights during the meeting and were to sit in the observers seats.</p>	
<p><b><u>Apologies of absence</u></b></p> <p>Darren Henry MP Paul Mullins HS2 Ltd Councillor Richard Jackson Nottinghamshire County Council</p>	
<p><b><u>Declarations of interest</u></b></p> <p>Nil</p>	

<p><b><u>Agree Final Board Composition</u></b></p> <p>Unanimous vote for the board composition and Terms of Reference.</p> <p>Cllr DG asked about 2 tier board system – RD explained composition of 2 tier system; Executive Board and Stakeholder board to feed ideas through. The first stakeholder board will be meeting on the 24<sup>th</sup> January. open meeting all are welcome. They will be meeting every month, 2 weeks after the Executive board meetings.</p>	
<p><b><u>Code of Conduct</u></b></p> <p>Unanimous vote for the Board to adhere to the Code of Conduct as set out by Broxtowe Borough Council.</p>	
<p><b><u>Communications and Engagement Statement</u></b></p> <p>LC explained the purpose of this document. It essentially lays out how the board will communicate to stakeholders, what and when. JE asked who was the lead officer for Communications will be? Lead contact will be our Corporate Communications Officer, Sarah Yates.</p> <p>Unanimous vote to adopt the Communications and Engagement Statement.</p>	
<p><b><u>Outline on capacity fund spend to government</u></b></p> <p>Master Plan - £30,000  PR and Communications - £25,000  Consultancy Support (Baseline Data) - £25,000  Project Manager - £50,000</p> <p>ZD explained the document. Overall the Council has allocated £190,000. Planned spend so far is £130,000. LC highlighted that these were rough numbers as the government has asked us to highlight what we intend to outlay initially.</p> <p>JE asked who has control of budget – ZD highlighted the board has oversight however RD expanded that the Council has overall authority to spend it in conversation with Board. All spending plans can be updated as we get further in to the project. IJ highlighted the need to spend the money wisely.</p> <p>EK asked what activity will be included in master plan design. RD explained it will include the design of the TIP and whole project plan however this may vary.</p> <p>Procurement of work will be in line with Broxtowe Borough Council’s procurement policy. RD said if anyone has any suggestions to let officers know. EK suggested people who have just completed the Stapleford Neighbourhood plan.</p>	
<p><b><u>Work programme</u></b></p> <p>IJ presented the work programme document – ZD suggested to run through the document to ensure everyone is happy.</p>	

All in attendance agreed to share contact details for future reference. EK to give RO her direct email address.

**Next meeting laid out in plan**

- Review ideas from stakeholder group
- Review supplementary prospectus information from the government.
- Review ideas from public consultation
- Update on capacity fund spend.
- VISION STATEMENT

ZD highlighted importance of vision statement.

EK wanted to confirm location of SH meeting. LC confirmed it will be held at the Carnegie Centre. All meetings are booked in at Carnegie. RD highlighted that exec members are able to attend the SH meetings however not expected to attend all meetings.

Questions around the boundary given were raised. RM raised that he is not happy that all of Stapleford is included in the area for development. For example, Field Farm is not included which he highlighted as a missed opportunity. IJ reiterated that this map area has been given to us by government. PS confirmed that the development is not being done in isolation and will benefit the wider area.

Maps with relevant information on were made available at the meeting and can be sent out electronically or in hard copy form to those that require them. Please let LC know if this is the case.

FT asked what sort of projects are the government looking for? 3 themes highlighted in the prospectus document that will also fit in with wider strategies such as the LIS and SEP. RD explained that the TIP may be made up of a number of projects that are submitted to government and out of these projects a few maybe chosen to develop further.

There was discussion around a USP for Stapleford with regard to Market status. LC confirmed that this is something that has been looked in to in the past and would not be possible due Erewash being classed as a market town.

PS asked what happens after we have submitted the TIP to government? This is something we are not sure on as there has been no Government guidance however LC set out what was likely based on passed funding. Submission of Expressions of Interest per project to determine the outline cost for each one and therefore required funding. We will then be asked to submit a Green Book compliant business case.

**Future meeting dates**

**Friday 14th February 2020 2pm @ Carnegie Community and Civic Centre, Stapleford.**