

STAPLEFORD TOWN FUND EXECUTIVE BOARD

Thursday 11th December 2025 at 15:00 pm

Council Chamber, Beeston Office

PRESENT:

Councillor Stephen Jeremiah (SJ)	Stapleford Town Council
Elaine Bell (EB)	Sewing Bee
Sue Paterson (SP)	Voluntary sector
Zulf Darr (ZD)	Broxtowe Borough Council
Martin Paine (MP)	Broxtowe Borough Council
Paul Sweeney (Vice Chair) (PS)	Robert Ellis Estate Agents
Joelle Davies (JD)	Nottingham County Council
Councillor Richard MacRae (RM)	Broxtowe Borough Council
Councillor John McGrath (JM)	Broxtowe Borough Council
Councillor Sarah Camplin (SCa)	Broxtowe Borough Council
Tomasona Wallman (TW)	Parliamentary Assistant for Juliet Campbell

OBSERVERS

Faustina Graca (FG)	Broxtowe Borough Council
Ryan Vaughan (RV)	Broxtowe Borough Council
Stuart Baird (SB)	BakerBaird
Elizabeth Cooper (EC)	Broxtowe Borough Council
Sam Comerie (SC)	Broxtowe Borough Council
Daniel Gammons (DG)	Liberty Leisure
Olwen Edmonds (OL)	Stapleford Town Council
Laura Konsek (LK)	Broxtowe Borough Council

APOLOGIES:

Juliet Campbell (JC)	Member of Parliament for Broxtowe
Ian Jowett (IJ)	WMD Ltd
Jan Goold (JG)	Volunteer sector
Jonathon Little (JL)	Broxtowe Borough Council
Keith Brown (KB)	Concept Painting Contractors
Barbara Demetriou (DB)	Archmedia Accounts
Ian Hutchinson (IH)	Volunteer sector
Tom Spink (TS)	MyPad

	ACTION
<u>Welcome and Introductions</u> (Chair)	
<u>Apologies of absence</u> (Chair)	
<u>Agree Minutes of previous Meeting</u> (Chair)	

	ACTION
Board in agreement of the last meeting minutes.	
<p><u>Procedures (Chair) – a) declarations of interest, b) membership, c) code of conduct</u></p> <p>SCa introduction as nominated recently nominated for Councillor in Stapleford. Lived in the area for 23 years and is a domestic abuse volunteer and freelance artist. Wishes to represent people of Stapleford and fight for interest of the community.</p> <p>Decision: No objections on appointment</p>	PS
<p><u>Communications and Publicity Update (BakerBaird – SB)</u></p> <p>SB highlights that it has been a positive journey since beginning and as we complete project there's been an uplift of public sentiment.</p> <p>SB Highlights of since last meeting:</p> <ul style="list-style-type: none"> • Pavilion opening overwhelmingly positive, non-league press and we hope Steven Gerrard will attend soon. • Pencil works – social media work around representing opportunities to and Geda work on apprentice will be positive. (next week) • Active Travel – fantastic day to meet Alfie and his family, Guide dogs and this is a UK first and no push back has be provided. Stapleford and the country what can be done with real coverage. • Street improvement scheme – Walter Parker VC Memorial square coming up • Social Value Activity programme base 51 next is youth homeless and memorial garden. • Metrics shared monitoring sentiment and most popular is the community café in Hickings lane with credit to officers. <p>SB also states that there is an interview podcast with BBC in collaboration with Guide dogs. Also stated that it has been very busy social event calendar.</p> <p>JM raised about the digital display in Stapleford in the middle of town and how we can use them.</p> <p>SC confirmed that from previous meeting minutes from SJ and JM that we are looking at how we can add a digital display into the programme.</p> <p>SJ added that a display to the pencil works building would be good. This would increase communication in Stapleford and keep the advertising costs down.</p>	SB

	ACTION
<p>JM noted the negativity that we had in regards to Walter Parker VC square and this would reduce this by providing positive advertisements.</p> <p>SC added about the additional advertising on a number of vacant units on the Highstreet with permission from the owner.</p> <p>Action: RM to share prices for the digital advertising boards</p>	
<p><u>Programme issues (Risks/Budget/Timelines)</u></p> <p>SC noted ongoing contract with BakerBaird and annually we review continuation. Confirmed the work from previous approval is up for renewal and seeking approval from December to March 2026 this cost would be a pro-rata calculation of the agreed annual cost for services. Any remaining budget will be reviewed prior to March and an assessment of the support going forward to June and any further support required.</p> <p>Decision: To continue with BakerBaird until March 2026 (review in February to extend until June 2026).</p> <p>SC highlighted the key risks, which is gradually being mitigated as the programme is being delivered.</p> <p>Programme delivery budget reallocation covering costs of potential asbestos cost removal but we still need to ensure we have enough contingency, with additional funding from FCC expected and the skatepark projects, reduced cost of pastures road but objectives will still be achieved. VE exercise removing the toilets fitout and we included changes to doors future proof ready to put these back in and EMCA funding being applied.</p> <p>RM questioned if the individual toilets will be retained.</p> <p>SC confirmed that the public toilets are currently being removed from the spend. The space and the external changes are being made to accommodate for the toilets and changing places, a review of the project budget and any further budget will be completed to confirm the spend on the fit out for the toilets. The building is futureproofed so that these can be added in.</p> <p>RM public toilets need to be in the building and contacting the leader of the council and want to make sure these open at the same time.</p> <p>SC states this will be fed back to the design team as well as looking at additional funding to support them.</p>	SC

	ACTION
<p>PS the provision there and if electrics and drainage has been fit out so its still possible.</p> <p>SP campaign to keep the public toilets could be challenging to manage.</p> <p>DG noted there are public toilets in the pavilion.</p> <p>SG noted the toilets are a priority.</p> <p>Action: Action Recorded. – Milan listed as priority</p> <p>RV detailed the programme spend, with the enterprise hub spend coming into place, main move is in Albany school crossing as a commitment, skatepark has been completed and the vision impairment improvements.</p> <p>SC noted reaching ended and are about 87% committed spend.</p>	
<p><u>Community Pavilion</u></p> <p><u>Main build/AGP</u></p> <p>DG provides update on the last 3 months.</p> <p>LL working directly with GEDA regarding the snagging issues. Outstanding items to be completed include:</p> <ul style="list-style-type: none"> - Signage for site - CCTV - Ground works to be completed in the spring - As part of padel courts - the access gates <p>SP reported that residents have complained of mud on path and not being able to use it.</p> <p>EC confirmed that the perception is that residents believe that works are completed, however works are still underway. We are working with BB to put comms out to confirm this.</p> <p>JM reported that Hickings Lane have had drainage issues previously and particularly in winter has always been a problem, this is temporary issue with the works.</p> <p>EC issues are: mud dragged onto Westcross avenue, path perimeter near Hickings Lane that is missing near substation, mud churned due to pitches. We are working on a short term solution with GEDA for entrance and field which will be prepared for spring. We are aware of</p>	EC/RV

	ACTION
<p>its challenges and 8-week lead time changes and extension has affected resident expectations in a negative way.</p> <p>RM suggested the Westcross avenue gate reinstatement, majority of residents, police and cllrs.</p> <p>EC confirmed that the gate will be reinstated, parks agrees for a trail, there's a real divide by local residents. We are allowed to shut it off.</p> <p>PS asked if it's a lockable gate being reinstated.</p> <p>JM asks if the gate can be locked.</p> <p>EC mentions that previously residents had responsibility to lock it however, requests to keep it permanently closed due to the ASB. Parks reinstated it closed it off and depending on feedback we can reopen and can be managed.</p> <p>SCa in terms of communication is this via letter, as via Facebook would not be enough. Letter would be received better.</p> <p>Action: EC to put plan in place for letter drop.</p> <p>EC updated that the landscaping plan for AGP complete, it meant a lot of areas looks to be just bark, however there are trees, shrubs and animal habitats. This is part for the contract we have 12 months of maintenance to make sure its fully established and we will make sure to communicate this. By this time next year will all be established.</p> <p>Padel: Security perimeter completed last week but not to standard, so rectification works expected.</p> <p>Established steering group and JM was voted in as chair. There is a lot of demand for peak times which have lots of conflicting priorities creating challenges to programme. This is being taken to the FA for support.</p> <p>JM suggested an agreement in place specifies the use for everybody including walking football and how much money got and STFC and the use must be in place. With priority times being 6-9pm being dealt with.</p> <p>PS we have more demand that spots to fill is still very positive.</p> <p>Decision: Board decision to endorse JM.</p> <p>SP added that the gateway club for people with physical disabilities and would like to participate with walking football.</p>	EC

	ACTION
<p>Action: SP to LL share contact details for a visit arrangement.</p> <p>Community Garden: Grow notts has been doing engagement and once plan is place we will look for funding to put it in place.</p> <p>SP it would be including ross, if plats are to be moved from WP to the community garden at the pavilion so it's not wasted funds from TC.</p> <p>Action: As part of the works at Walter Parker VC sq, suggested plants are to be moved from WP to the community garden at the pavilion.</p> <p><u>Liberty Leisure operations</u> DG update the building opened in October but in September we had STGC started. Café is very popular, early ears duckling January bookings mainly. Gym opened at end of October with 90 members and positive feedback. The strength based gym 2/3 of members are female.</p> <p>Membership changes exclude Bramcote in the use of the new facility.</p> <p>Padel opened in start of November and without lights and with bad weather has been limited. However, 70% occupancy in some of the better weekends and introduction to padel sessions this month, weather dependent.</p> <p>RM updated that insight CIS was accepted into political party. Additionally, original spec of the pavilion about booking the kitchen to use it. Groups and organisation for events.</p> <p>DG suggested that Insight in the Community is to deliver a few sessions. It's part of their tender to deliver community sessions.</p> <p>SC confirmed that the programme had changed over time. Insight is not just commercial and can deliver community lead sessions. We looked at youth services to give them additional funding and that we have been able to provide. In addition, there are additional rooms in the building that organisations can use for these purposes.</p> <p>SP added in regards to membership request for a publication on costs regularly specially int other new year.</p> <p>DG confirmed that communication are planned for January as the busiest month.</p>	<p>SP</p> <p>FG/RV</p>

	ACTION
<p>JM suggested that RM discussed this idea with Insight in the Community and shares the list of groups maybe we can have a partnership.</p> <p>Action: RM shares the list of groups to potentially have a partnership.</p> <p>DG note the benefits with jobs and attendance exceeding expectations with over 1000 visits per week. And noted Next steps with Ladies Forest under 21 are looking to use the site, Padel court canopy cost being explored and planning options. Budget wise there's a net loss but there is a surplus to fall back on.</p> <p>JM request double yellow lines on Hickings Lane, request from the board formal letter to be sent to NCC.</p> <p>JD mentions will look internally on how best approach this.</p> <p>Action: EC to send letter and plans to Joelle Davies at NCC.</p> <p><u>Cricket Pitch</u></p> <p>RV explains that planning deferred to a later date to discharge pre-commencement conditions. Going to committee in January and start works simultaneous with no significant impact on programme, ECB and cricket club pot committee.</p> <p>RM asked if planning committee refused what would be the plan. Surveys requested beforehand instead.</p> <p>SC returning to the relocation plan, however, from a project perspective we will work to move forward.</p> <p>SJ suggested that the by-election could have had a factor on the planning, there were a few issues in regard to the habitat. All issues are expected to be resolved.</p> <p>JM mentions that as a Broxtowe development we can appeal the planning decision.</p> <p><u>Cricket pavilion</u></p> <p>RV stated that estimated cost coming back higher mainly due to the infrastructure and power supply including substation. There are two options: go through planning and in the next 3 years find means to afford the whole project. Or progress with designs and start work on the infrastructure including carpark, power and utilities but have a temporary facility with the prospect of building permanent pavilion in the future.</p>	<p>RM</p> <p>EC</p>

	ACTION
<p>SC confirmed it is a staged approach which includes submitting planning application and start works allowing the facilities to be in place.</p> <p>JM suggests that English cricket board funding could be an option.</p> <p>SC agreed that if club hold a lease on pitch or site then funding opportunities will be available.</p> <p>Decision: Progress with designs of cricket pavilion and the architect fee increase - Agreed</p>	
<p><u>Pencil Works</u></p> <p>SC updated that programme is on track and the steelworks will be completed in January and a topping out ceremony on the 21st. January. Ground works were delayed due to the BT works. Overall progressing well.</p> <p>The contractor maintenance of site, managing queries from residents. Noting closure to Victoria street for minor works and they are on the fore front on communication.</p> <p>JM notes the positive feedback from residents.</p> <p>FG mentions that social value has loads of positive plans programmed in.</p> <p>SC submitting EMMCA funding application and submitting business case.</p> <p>EB asks when can the units be advertised.</p> <p>SC suggested February/March is when we are expecting to market the units.</p> <p>SJ added he looked at makers spaces in Leicester and making it appropriate and community asset in the middle would be good, question over the internal space allocation</p> <p>EC confirmed that we have a tender out to award consultant with proposals from those who runs similar spaces including membership structure, culture development and we are formalizing it.</p> <p>Still exploring carpark conservative club but still working through other options.</p> <p>Decision: Board endorsed EMMCA application - Agreed</p>	FG/RV

	ACTION
<p><u>Active Travel</u></p> <p><u>Albany School</u></p> <p>RV explains that the works are in 3 stages and will be delivered by June 2026. And ahead of each stage we will be issuing comms.</p> <p>RM there usually crossing and patrol so it would be possible to keep in place.</p> <p>Action: SC feedback that this is the preference to keep patrol and contact NCC as a board – link in with Joelle D. with more detail – used and know how to use.</p> <p><u>Meadow View Cycle Path</u></p> <p>RV explains that moving into Riba stage 3 and meeting with landowner is positive, NCC and VIA and planning will be required that can be programmed in.</p> <p>RM asked who is responsible for the land improved, who is responsible for the maintenance of the brook, who is the owner would it be BBC. Deemed ownership is required.</p> <p>RV there's a redirection of the path so its owned by farmer and will be when works completed so nothing changed.</p> <p>Once tendered the resurfacing and bins will be added.</p> <p>Action: SC/RV to confirm land ownership if there are any issues in regard to the brook.</p> <p><u>Cycle hub</u></p> <p>Update on the Ridewise Business Plan discussed and they are aware that they will be having to source additional funding from March. And they are providing service but payable. Discussion on the options for the cycle hub discussed.</p> <p>RM this is part of the community, but I agree that we can support them but financially.</p> <p>SCa their success could support them.</p> <p>FG – supported is available to bid writing from team members, skate Notts is in contact</p> <p>Vision impaired:</p>	<p>RV</p> <p>SC</p> <p>RV/SC</p>

	ACTION
<p>Overall positive, no plans for power but having a self-contained solar powered as an add on.</p> <p>Decision: To continue with Ridewise on the Cycle Hub site and to set-up meeting to discuss and monitor on the next few months into the summer.</p> <p><u>Skate Park</u></p> <p>FG mentions that the main build is complete and there was a small social media post to showcase it, want to avoid people going on it at this time of year as can be dangerous. Still actions to do with the tree which Council are looking into.</p> <p>FG states that plans to improve all of Pastures road recreation ground have been passed onto Parks team and we will support them, they are making plans to ensure the park is secure and minor improvements.</p> <p>Decision: Approval for pastures road.</p>	SC
<p><u>Street Improvement Scheme</u></p> <p><u>Walter Parker VC Memorial Square</u></p> <p>RV explains that no bidders interested, open tender takes 30 days and can only take place in January.</p> <p>RM refers to leaflet dropped issues misleading people with Stapleford community group taking over the Walter VC.</p> <p>SG Via detail put out to tender, so why did no one bid.</p> <p>SC we delayed putting the tender out to ensure.</p> <p>JM notes the Remembrance Day impact and would like to avoid if possible.</p> <p>RV affirms that this works will avoid interfering with Remembrance Day.</p> <p><u>Street Scape study</u></p> <p>Town council to discuss on the 12th January to declutter Derby Rd. We have had a commissioned report it will be a which with items being removed in phases.</p> <p>SP added for non-rotting furniture or paint required benching requested.</p>	RV/FG

	ACTION
Action: to be included in spec and consider maintenance.	
<u>High Street Rental Auctions</u> Update provided on the progress to date Action: N/A Decision: No decision taken	RV
<u>AOB</u> RM do we have any funding grants, Laura updated that business growth grants are closed. Theres nothing on the pipeline. Action: RM to contact ec dev. Decision: MHCLG funding we are working with other funds so we want to utilise to fund on other activity around the borough ensuring to refunding this at a later date. Agreed	
<u>Date of next meetings</u> (Chair) The following meeting has been scheduled in the Council Chamber, Beeston Offices unless otherwise advised. Friday 6th March 2026 10:00am	ACTION