

STAPLEFORD TOWN FUND EXECUTIVE BOARD

Wednesday 6th March 2026 at 10:00 am

Council Chamber, Beeston Office

PRESENT:

Paul Sweeney (Vice Chair) (PS) Juliet Campbell (JC) Zulf Darr (ZD) Martin Paine (MP) Joelle Davies (JD) Councillor Richard MacRae (RM) Councillor John McGrath (JM) Councillor Ross Bofinger (RB) Councillor Sarah Camplin (SCa) Councillor Stephen Jeremiah (SJ) Barbara Demetriou (DB) Keith Brown (KB) Elaine Bell (EB) Sue Paterson (SP)	Robert Ellis Estate Agents Member of Parliament for Broxtowe Broxtowe Borough Council Broxtowe Borough Council Nottingham County Council Broxtowe Borough Council Broxtowe Borough Council Broxtowe Borough Council Broxtowe Borough Council Broxtowe Borough Council Stapleford Town Council Archmedia Accounts Concept Painting Contractors Sewing Bee Voluntary sector
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OBSERVERS

Faustina Graca (FG) Ryan Vaughan (RV) Sam Comerie (SC) Elizabeth Cooper (EC) Jonathon Little (JL)	Broxtowe Borough Council Broxtowe Borough Council Broxtowe Borough Council Broxtowe Borough Council Broxtowe Borough Council
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APOLOGIES:

Tom Spink (TS) Ian Jowett (IJ) Jan Goold (JG) Stuart Baird (SB)	MyPad WMD Ltd Volunteer sector BakerBaird
Ian Hutchinson (IH)	Volunteer sector

	ACTION
<u>Welcome and Introductions (Chair)</u>	
<u>Apologies of absence (Chair)</u>	
PS – Apologies noted of IJ and other members	
<u>Agree Minutes of previous Meeting (Chair)</u>	

	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>RM – declaration of interested regarding RideWise</p> <p><u>Declarations of interest (Vice-Chair)</u> <u>Membership</u></p> <p>Cllr McRae highlighted a potential conflict of interest relating to the Race for RideWise initiative. This was noted by the Board.</p> <p>Next Meeting Date It was confirmed that the next Exec Board meeting will take place on Friday, 5 June.</p> <p>Decision: It was agreed that Friday meetings will be retained going forward.</p>	PS
<p><u>Programme issues (Risks/Budget/Timelines)</u></p> <p><u>Memberships:</u></p> <p>SC reported on the recent meeting with MHCLG, confirming that the KMB and STD programmes will be combined and the overall programme extended to March 2028. This replaces the previous requirement to be in contract by March 2026, giving the programme additional flexibility. SC added that a single report will now be produced, and while the outputs and outcomes differ, previous outputs can feed into new ones and won't be lost.</p> <p>SC confirmed that project changes no longer require a Project adjustment requests (PAR), noting that only local approval is now needed for amendments.</p> <p>JL clarified for members unfamiliar with the term that a PAR is a formal permission process, now replaced by local sign-off.</p> <p>SC added that the programme's area is now covered by the Broxtowe Section 106 Officer for decision-making, rather than the Stapleford Towns Executive Board, allowing the team to review uncommitted elements and assess future options with more flexibility.</p> <p>RM asked whether, under the single funding pot, funds originally allocated to Stapleford could potentially be redirected to Kimberley.</p>	SC

	ACTION
<p>JM noted that the extended timeline offers greater opportunity to secure additional funding, which is beneficial alongside the potential for funding shifts between programmes.</p> <p>JC highlighted the importance of having a transparent process for any changes to projects.</p> <p>ZD agreed, adding that project adjustments often create a multiplier effect and supported the call for transparency.</p> <p>SC noted that the extension of the fund is public knowledge. However, this extension will not affect the current contract and projects in delivery phase, and confirmed that the team will aim to keep delivery as close to the original schedule as possible.</p> <p>JM commented that, with the additional time, the street improvement scheme could be more thoroughly considered and refined.</p> <p>JL added that the extended timeframe also supports a focus on legacy and ensuring the long-term sustainability of projects.</p> <p>SC highlighted the need to review the membership and ongoing role of the Executive Board considering the programme changes.</p> <p>JM raised concerns about the cricket pitch project, including timelines, decision-making, and the need to ensure councillors have the necessary information to communicate updates effectively with the applied changes to the programme board meetings.</p> <p>SJ proposed that the Board should continue operating as it currently does, with a review to take place, particularly given the uncertainty surrounding Local Government Reorganisation (LGR).</p> <p>JC agreed, suggesting that the group should continue its current approach, and if LGR proceeds with the corrected language use for creation of new authorities, operations should continue as normal until further clarity is available.</p> <p><u>Risks</u></p> <p>SC reviews the risks that are constant, inflation, internal resource, and extra time.</p> <p>Action: Broxtowe Borough Council (BrBC) to add additional grants received to demonstrate the incoming funds outside of Town Deal.</p> <p>Action: BrBC to add detailed of the social value estimated financial value for the outputs for reporting purposes.</p>	

	ACTION
<p><u>Communications and Publicity Update</u></p> <p>SC reported that the Towns Deal has been shortlisted for a not for profit award Chartered Institute of Public Relations. SC provided an overview of the PR active, including the Pencil Works topping-out ceremony has taken place. Active Travel works are progressing, and there is a need to raise awareness of the Puffin Crossing and street improvements once dates for work delivery are confirmed with VIA EM/National Grid.</p>	SC
<p><u>Community Pavilion</u></p> <p><u>Main build/AGP</u></p> <p>EC reported that there were no significant updates on the main build. Snagging works are ongoing and continue to be resolved as they arise.</p> <p><u>Padel Courts</u></p> <p>EC provided an update on the padel courts, confirming that progress is continuing. A lighting survey has been commissioned, and installation of a canopy is scheduled to take place shortly. She further noted that the fencing issues have now been corrected and that remediation works to the field are underway. The contractor has indicated that a precise completion date is expected to be confirmed in spring.</p> <p>SJ enquired about the level of demand for the canopy on the padel court.</p> <p>EC responded that Liberty Leisure (LL) has reviewed usage, which is currently highest during the evenings. Hire charges are presently capped at low cost due to the poor condition of the pitch, but installation of a canopy would support increased usage and may enable adjustments to the pricing structure.</p> <p><u>Community Garden and Landscaping</u></p> <p>EC advised that the community garden is progressing well. Work is also underway to improve the landscaping around the padel courts. Community engagement activity is being supported by GrowNotts, who will issue a summary report in the coming weeks.</p> <p><u>Football Foundation & Operational Arrangements</u></p> <p>EC noted strong progress with the Football Foundation and the Steering Group, with a Year 1 plan nearing agreement. The key challenge remains the high demand for pitch use, which the Steering</p>	

	ACTION
<p>Group will explore further as part of the Year 2 planning process. Also, confirmed that Stapleford Town Football Club is close to finalising the licence agreement relating to the operational management of the building.</p> <p><u>Positive Outputs of Pavilion:</u> Summary demonstrating some of the outputs already achieved was shared with the Board. SP added that the facility receives approximately 80 bookings per week during the winter months, demonstrating substantial and consistent demand.</p> <p>The Board discussed the current concerns regarding parking along Hickings Lane and that there were currently no restrictions in place. T</p> <p>JD stated that the matter should be raised with Nottinghamshire County Council (NCC) and Highways Authority. And can assist in the communications. The Board agreed and that these discussions should continue to take place, as well as engagement with the local schools ,Steven Gerrard Academy and Football Club.</p>	
<p>Action: SC to engage with JD and coordinate meeting with highways to discuss highlighted issues.</p>	<p>SC/JD</p>
<p><u>CCTV Installation</u></p> <p>RM asked for an update on the installation of CCTV at the site.</p> <p>EC advised that quotations for the CCTV installation had now been received and CCTV is managed by external team.</p>	
<p>Action: EC to engage with CCTV team for a quick resolution</p>	<p>EC</p>
<p><u>Community Impact and Programme Outcomes</u></p> <p>EC reported that the current operator, LL, had provided extensive data on the impact of the padel courts and wider facility, including job creation, health and wellbeing outcomes, and engagement with user groups such as Parkinson’s and stroke support groups. She also highlighted outcomes linked to Football Foundation funding, the Lionesses legacy programme, and initiatives increasing participation in the girls’ and women’s game. This includes sessions dedicated to girls and women, girl-specific football evenings, and continued growth of the Girls’ Wildcats programme.</p> <p>RM noted that disability football provision is also developing, including participation from the Down Syndrome community.</p>	

	ACTION
<p>EC added that more than 300 games had been played at the site, attracting an estimated 10,000 spectators, which provides a useful snapshot of the facility's overall impact.</p> <p>RM welcomed the data, emphasising that it demonstrates the facility's value extends well beyond football.</p> <p>SP agreed, stating that the information clearly illustrates the breadth of community benefit.</p> <p><u>Cricket Pitch</u></p> <p>RV noted planning approval was granted on 14th January and that work is underway to discharge the pre-start conditions. Weather dependencies and coal mining permits are factors, but trial pits have now begun, and a report is expected soon. The build will start shortly after the conditions are discharged.</p> <p>SC added the main issue relates to weather dependency, but an expert contractor is on board to support delivery. The programme is estimated at 14 weeks, and the 11th week offers the best conditions for seeding to achieve strong growth. Contractors remain confident, and a meeting has taken place with Trowell Football Club.</p> <p>SG asked whether there were concerns about the netting.</p> <p>RV confirmed the netting was an issue regarding the bird nesting. This forms part of a pre-start condition and is being resolved with several options and solutions under consideration.</p> <p>JM requested that local schools be involved in the project.</p> <p><u>Cricket pavilion</u></p> <p>RV noted designs are progressing; they have been speaking with Trowell FC and the Stapleford Cricket Club. The main changes include introducing a cleaning cupboard, installing EV panels, and relocating the bike stands.</p> <p>SC added they are working collaboratively with Estates, Parks, and other teams within Broxtowe.</p> <p>SG asked whether there is still a funding issue to deliver the project.</p> <p>SC confirmed they have identified sources of funding, with plans for additional bids to support the project. Any remaining funds and contingencies can be reallocated as needed. Also, noted that the car parking is additional to the existing provision, significantly increasing capacity, with potential for future extensions.</p>	

	ACTION
<p><u>Pencil Works</u></p> <p><u>Main Build</u></p> <p>SC confirmed, summaries the recent progress meeting, noting that the contractors had managed the bad weather well, and they continue to progress all works that can be completed ahead of schedule. No changes have been made to the delivery programme, and they are making up elements where possible.</p> <p>Additionally, upcoming work over the next four weeks includes concreting the ground floor, installing the steel frames, and fitting the window insulation. GEDA has been sending additional letters to residents to keep them informed of works, as well as any involvement from Severn Trent Water and National Grid regarding potential disruption.</p> <p><u>Social Value</u></p> <p>FG noted that social value work has been ongoing in the background, and this will be showcased more fully at the next meeting. GEDA have approximately 40 hours of volunteering time available and are happy to get involved if anyone is aware of any opportunities they would like to put forward.</p> <p><u>Operational management</u></p> <p>EC noted that an external consultant had been commissioned and brings significant added value, as they run their own enterprise hub and are also architects. They provided a report and visuals demonstrating how the building could be used during the day and in the evening for community and business events, with adaptable multi-use spaces. They also explored the idea of a pack-away room that can double up for evening use. The central images focused on the flow and flexibility of the building to ensure the layout is fully maximised.</p> <p>EC added that the consultant considered how to attract users and maintain flexibility, presenting four options for how the building could be operated:</p> <p>Option 1: Fully managed in-house by Broxtowe Borough Council. Option 2: Partnership agreement between Broxtowe and a specialist operator (Local) Option 3: Managed by a specialist operator (National) Option 4: Management split between Broxtowe and specialist operator (National)</p>	

	ACTION
<p>EC highlighted that Options 1 and 3 offer less flexibility. While a national operator could be strong commercially and help attract tenants, the vision for the site may be lost. Conversely, if Broxtowe operated the building alone, the density and variety of users would make the long-term management model complex.</p> <p>EC confirmed that Options 2 and 4 have been recommended by the consultants. Therefore the intention would be to move forward with a soft market testing procurement process to further explore the local operator model, and to help better inform the final decision for which option best suits operational need, this process will focus on how the operator would maintain the vision of the site while ensuring commercial viability.</p> <p>EC concluded by noting that layout options were also presented to demonstrate how the building can offer flexibility for both daytime and evening use, including pack-up arrangements like those used by Ducklings in the Pavilion.</p> <p>SC noted they have received a few enquiries, and these have been allocated, but nothing has yet been agreed. SC confirmed again that there are no units/spaces allocated currently, due to enquiries that have questioned this.</p> <p>PS explained that Options 2 and 4 will be explored further, and once this work is complete, the findings will be taken to the Delivery Board for consideration and deeper understanding.</p> <p>Decision: Board agrees to proceed with soft market test and next step to be taken to Delivery Board.</p> <p>RM asked about the opening of the toilets.</p> <p>SC confirmed that funding has been identified for the toilets and will be fitted out once the building opens. The plan is for them to be publicly accessible when the building opens.</p> <p>RM suggested that a national operator could bring new opportunities.</p> <p>SC responded that while this may be true, the board wants to explore local options first, as bringing in a national operator could risk losing the community focus.</p> <p>SCA added that ensuring legacy and local support is important, and a national operator may weaken the community connection. A resident asked whether a cashpoint had been considered for the premises.</p> <p>SC noted this can be included as a consideration, depending on what is already available on the high street.</p>	<p></p> <p></p> <p></p> <p></p> <p>SC/EC</p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p>SC/EC</p>

	ACTION
<p>Action: Consider ATM option as part of Pencil works fit-out/management option.</p>	
<p><u>Active Travel</u></p> <p><u>Albany School</u></p> <p>RV noted that resurfacing of the paths and entrances on the north of the site should be completed today.</p> <p>SC added that no dates have yet been confirmed for the Puffin crossing, but once dates are known, they will be advertised.</p> <p>RM added that this will be the best path in Stapleford. He noted that the dates for the crossing works are expected to fall between 27th June and 17th July, but unfortunately there were objections.</p> <p>SC explained that, as part of ongoing dialogue, a letter has been sent from the Board to NCC. The ambition is to retain the patrol officer, with a review to take place once the arrangement is in place.</p> <p><u>Meadow View Cycle Path</u></p> <p>RV noted that the scheme is ready to go to planning; however, because the new MoU for the grant, the project could be paused and reviewed at a later stage. There may also be potential issues regarding BNG, which is expensive, but the project can still proceed to planning if required.</p> <p>RM asked whether removing the path would affect the brook, the new owner, and the road on the old mill site.</p> <p>RV explained if we were to pause the project we could continue with the planning application either now or at a later stage. If we were to pause, the BNG costs may increase and another newt survey may be required.</p> <p>It was also noted that we can continue with the pre-application survey work and proceed first with Walter Parker Square and follow with the Meadow View project to ensure that there is not addition risk on project budget.</p> <p>JM suggested that it may take more time to complete both pieces of work and that the project could be put on hold as a whole, provided we retain permission. He added that as long as the works do not begin before November due to Remembrance Day it should not cause issues.</p>	

	ACTION
<p>PS noted that the proposal is to proceed to planning, pause the project for now, and use the funding already earmarked to increase the Walter Parker scheme instead. This approach provides flexibility. PS added that we were running out of funding, and focusing on Walter Parker makes sense at this stage.</p> <p>Decision: Board agrees to taking Meadow view to planning and pause development until next meeting.</p> <p><u>Vision Impaired Improvements</u></p> <p>Bin now in place no further updates.</p> <p><u>Skate Park</u></p> <p>FG noted there have been no complaints about the skate park, and it has continued to be well used even during the wet period. Free skate sessions are being arranged to run from 11th April, continuing throughout the summer, and these will be delivered by Skate Nottingham.</p> <p>FG added that a barrier has been installed on the car park side of the skate park, and there are plans to connect the community garden to create a natural barrier between the skate park and the rest of the park.</p> <p>RM commented that the facility is being well received and suggested involving Adam Cullen’s skate group, noting he can provide the contact details.</p> <p>JM suggested inviting some food vendors and extending an invitation to the Lord Lieutenant for the event.</p> <p>RM added that it would be good to provide boards for painting. FG noted that legal graffiti painting is being explored, and GEDA could be asked to support this.</p> <p><u>Pegasus FC</u></p> <p>FG reported that Pegasus Football Club has been supported through resurfacing works at the back of the site, which has improved their facilities.</p> <p>FG confirmed that Canvas would like to support the opening, and any additional activities are welcomed.</p> <p>Action: Board members to share contacts they wish to invite or propose any food/activity providers they would like us to engage with.</p>	<p>RV</p>

	ACTION
<p>SJ added that they would like to ensure Stapleford Town Council is involved.</p> <p>Action: FG to inform the Town Clerk of the schedule and planned activities for the summer months connected to the skate park.</p> <p><u>Pastures Road improvements</u> FG confirmed that Parks have received the grant offer letter and agreed to deliver the Pasture Road improvements as key priorities up to December 2026.</p> <p>FG also confirmed that Canvas would like to support the opening, and that any additional activities are welcomed.</p>	<p>FG</p>
<p><u>Street Improvement Scheme</u></p> <p><u>Walter Parker VC Memorial Square</u></p> <p>RV noted that tender evaluations were completed on Monday, and three bids have been received.</p> <p>SC explained that once the contractor is appointed, dates and schedules for the consultations will be set. There will be a design period, followed by construction an expected starting in January, which is considered realistic and avoids impacting the town.</p> <p>RM noted that several options have been proposed and expressed a preference and questioned if the options had been shared with bidders.</p> <p>RM also put forward a decision was requested for the board to support the Stapleford community group flagpole operations.</p> <p>JL commented that it would be helpful for Cllr Richard McRae and JL to meet to ensure that, during construction and consultation, the issues are fully understood and managed appropriately.</p> <p>SC added that this will feed into the consultation process and will help ensure the building reflects what everyone wants. Once designs are completed, the successful bidder will progress the detailed design.</p> <p>PS noted that the project had a tight delivery time, and fortunately there is now an opportunity to step back and ensure the consultation is carried out thoroughly.</p> <p>Decision: It was agreed that the status quo remains for now, with a request for the matter to be discussed outside of the meeting. It will be reviewed again once new designs are available.</p>	<p>RV/FG</p>

	ACTION
<p><u>Street Scape study</u> SC confirmed that the Derby Road streetscape work will continue. This will be a two phased approach. Phase one design code development scheduled in line with the public consultation phase for Walter Parker VC Square and the phase two delivery element to follow the Walter Parker VC square delivery phase. This allows the feedback from the public consultation to link with the Street Scape project.</p> <p>SJ added that the focus should remain on the design elements for now, and operational considerations can be addressed later in the process.</p>	
<p><u>High Street Rental Auctions</u></p> <p>SC that this is not part of the main Stapleford Town Deal and works along side the programme. Work is continuing in partnership to demonstrate how grants have supported the overall regeneration process.</p> <p>JL explained that £30k allocated has been used across various elements and properties. Additional funding has also been provided for 230–231 Derby Road, showing that we are working with businesses on high street improvements. At 6-8 Derby Road, work is beginning on two new units. There is a grant stipulation requiring a six-month rent-free period for any incoming tenant.</p> <p>JL added that for the Old Rock, government has provided £196k for refurbishment. Funding is moving quickly as we approach the end of the financial year, which is a critical time.</p> <p>Additionally, noted that we will be the only authority drawing down this money, and the intention is to get the internal space into a condition where it can be rented out. This can be done within the current programme. If there is a shortfall, additional support could be offered as a repayable grant, ensuring the benefit returns to Stapleford in stages.</p> <p>PS commented that this work represents a gateway to Stapleford and delivering it alongside improvements to other properties will create a renewed sense of place. PS noted that being the first in the country to do this is excellent progress and hopes other areas will follow.</p> <p>JL added that the original ceiling for funding had been much lower, but after demonstrating the value and impact, the case was made successfully to secure the higher amount needed, ensuring the investment would be meaningful.</p>	<p>JL</p> <p>SC/RV/TC</p>

	ACTION
<p>Action: Publish a good news story to inform residents of the works that have been completed, and include artwork on the construction panels similar to the Pencil Works.</p> <p>SCA noted that the aesthetics are important, particularly in relation to antisocial behaviour, so this is positive news.</p> <p>JL added that it is better to do the work once and do it right; if additional money is needed, a small amount of extra funding can be provided as a repayable grant.</p> <p>PS commented that securing the right tenant, whether a national operator or an independent, will help ensure the building is finished to a high standard, as they will have the budget to complete it to their own specification.</p> <p>RM also suggested doing artworks on the hording of the old rock like the Pencil Works.</p> <p>ST noted the importance of recognising Darren Henry's contributions.</p> <p>Decision: Board confirm support to HSRA and continued development associated.</p>	
<p><u>AOB</u></p> <p><u>Conservative Club car park</u></p> <p>SC reported that work is ongoing regarding the Conservative Club car park. Additional options are being explored, meetings have taken place, and a proposal with QS input is ready to progress. A meeting held this week confirmed that the site cannot become a public car park, but it can function as an overspill area, which will free up space in the main car park.</p> <p>PS suggested that Ian could consider whether this provides an easy fit for a project he currently has in the pipeline.</p> <p>It was noted that Joelle is leaving, and the County representative role will be replaced in due course.</p> <p>It was also noted that Faustina is leaving Broxtowe Borough Council, and the Board wished her every success for the future, as well as for Stapleford and the ongoing projects.</p> <p>Decision: Board confirmed to appoint QS to complete survey on site and in principle decision to progress potential works needed to support the pencil works parking provision.</p>	

	ACTION
<p><u>Date of next meetings</u> (Chair)</p> <p>The following meeting has been scheduled in the Council Chamber, Beeston Offices unless otherwise advised.</p> <p>Friday 5th June 2026 10:00am</p>	