

ACTION LOG

Kidsgrove Town Deal Board

APPROVED

21st July 2025, 14.03 – 15.02

Present: Board members: James Dennison (JD) – CRT; Lisa Healings (LH) - VAST; Cllr Simon Tagg (ST) – NuLBC; Rob Timmis (RT) - King's Academy; Cllr Paul Waring (PW) - Kidsgrove TC; David Williams (DW) – MP;.
Support Officers: NuLBC - Trudi Barnard (TB), Elaine Burgess (EB), Simon McEneny (SMc), Brian Meredith (BM), Sarah Wilkes (SW); SCC - Gail Edwards (GE); Others: EMR – Dan Robson.

Apologies - Board: Gill Burnett (GB) - Sports Centre; Paul Hodgkinson (PH) – Keele Uni; Rachel Laver (RLa) – Chamber of Commerce; Rob Leese (RLe) - DWP; Josephine Locke (JL) - KTCCIC; Simon Martin (SM) - CRT; Martin Murray (MM) – SCC; Emily Verow (EV) - King's Academy; Zoe Papiernik-Bloor (Audience Agency);

Apologies – other: Alex Collins (BEIS/MHCLG); Hal Higgins, Anthony Harold (NuLBC)

	Issue	Action	By	Due Date	Compl
1.	Welcome & introductions In the absence of an elected chair, ST (vice-chair) led the meeting. See item 3.				
2.	Declarations of interest None received.				
3.	Election of Chair No nominations have been received to date. Board members agreed that the vice-chair would chair this meeting. Nominations invited by email prior to the next meeting. Members were reminded that the chair should not represent a public sector organisation.	Nominations for chair to be sent to TB (self-nomination is permitted)	ALL	Sept 2025	
4.	Action Log of previous meeting was accepted as a true record.	Post on website	TB	31.07.25	
5.	Kidsgrove Station – Future Options (EMR Presentation and Stantec report circulated ahead of meeting). DR went through the EMR presentation in detail. Key points:				

	<ul style="list-style-type: none"> What is the likely outcome of the PAR? SM – officers meet regularly with MHCLG, so they are fully apprised of the situation and understand the importance of the project locally. What needs to be done by when and what are the risks to the timescale? EB – current guidelines from MHCLG are that spend has to be contractually committed by Mar 27, with anticipation that funds are spent within a reasonable timeframe (defined as 12 months). Risk mapping of potential delays will be revisited at concept design stage. DR – no longer an overly complex project, once GI removed, as it is effectively station refurbishment. <p>DECISION: Approve for the project to proceed to outline design of the full station refurbishment option (taking into account the risks mentioned above). (7 for, no abstentions).</p> <p>Board members present at the meeting showed approval by raising hands. Members not in attendance were invited to respond via email. NB: Result above includes absent board member votes.</p>	<p>PAR to be circulated to board before submitting to MHCLG.</p> <p>Absent board members to indicate their approval or otherwise of the decisions</p>	<p>TB</p> <p>ALL</p>	<p>18.08.25</p> <p>18.08.25</p>	
6.	<p>AOB</p> <p>DW queried how the project sub-groups fed into main board? LH requested interim reports.</p> <p>The chair of each group would provide feedback at board meetings. It was agreed that a newsletter would be sent to board members in between board meetings.</p>	Interim Newsletters provided for board.	TB and chairs	Ongoing	
7.	<p>Date of next meeting</p> <p>Online via teams. Date to be arranged for a Thursday in Sept 2025.</p>	Confirm date/venue	TB	TBC	

Abbreviations:

BCR – Benefit Cost Ratio
BAPA - Basic Asset Protection Agreement
CRT – Canal & River Trust
EMR – East Midlands Rail
EV – Electric vehicles
GI – Ground investigation
KTCCIC – Kidsgrove Town Centre CIC

KTD – Kidsgrove Town Deal
MHCLG – Ministry for Housing, Communities & Local Govt
NuLBC – Newcastle Borough Council
NR – Network Rail
PAR – Project Adjustment Request
SCC – Staffordshire County Council