ACTION LOG		**Kidsgrove Town Deal Board**
DRAFT		8th July 2026, 10.35-12.08

Present: Board members/alternates: James Dennison (JD) – CRT; Jonathan Gullis (JG) – NuLBC; Lisa Healings (LH) - VAST; Paul Hodgkinson (PH) – Keele Uni; Elaine Johnson (EJ) – DWP; Josephine Locke (JL) - KTCCIC; Tom Nadin (TN) – Chamber of Commerce; Dave Rigby (DRi) – Kidsgrove Sports Centre; Rob Timmis (RT) - King's Academy; Emily Verow (EV) - King's Academy; Cllr Paul Waring (PW) – KTCCIC; David Williams (DW) – MP; Ray Williams (RW) – Kidsgrove TC.
Support Officers: NuLBC - Trudi Barnard (TB), Elaine Burgess, Hal Higgins (HH), Simon McEneny (SMc), Brian Meredith (BM), Craig Turner; Staffordshire CC - Gail Edwards (GE); **Others**: EMR – Dan Robson (DRo); MP office – David Mazhar

Apologies - Board: Robin Hall (RH) – Staffordshire CC, Zoe Papiernik-Bloor (ZPB) - Audience Agency.

	Issue	Action	By	Due Date	Compl
1.	**Welcome & introductions** In the absence of an elected chair/vice-chair (see item 3), SMc opened the meeting for the first 3 items on the agenda. With several new people joining the board, members were asked to introduce themselves and the organisation they represented. Meeting was quorate.				
2.	**Declarations of interest** RW raised the issue of the legality of the meeting in the absence of a chair or vice-chair. SMc explained that the election of these roles was the next item on the agenda and that the terms of reference were temporarily suspended for the purposes of electing a new Chair and Vice Chair at this meeting.				
3.	**Election of Chair/vice-chair** CHAIR: PW nominated by JG and ZPB. 6 votes for with 4 abstentions. PW did not vote. VICE-CHAIR: JG nominated by PW 5 votes for with 5 abstentions. JG did not vote. PW took over the running of the meeting from this point.				

4.	**Action Log** of previous meeting was accepted as a true record with the following amendment. PH reminded members that the minutes were in draft form till accepted by board so amendments were possible. Item 6d: King's Academy did abstain from any votes regarding the Community Hub. DW noted that the last meeting of the Board was in Sept 2025 and requested copies of any decisions taken between then and now.	Post on website Review if any decisions were taken and issue report.	TB EB	22/07/26 Aug 2026	
5.	**Spend profile** EB went through a high-level summary of expenditure on the projects and project management. Funding must be spent by March 2028. DW reiterated requests for more detailed financial information and timelines to allow Board to scrutinise expenditure. RW queried whether Go Kidsgrove heritage trail funding could be used for the canal interpretation and vice versa but PW emphasised that these are separate projects with no potential for crossover funding. JG asked how Local Government Reorganisation (LGR) will affect investment. SMc said that decision making is likely to be delegated down but that he would seek clarification.	More detailed financial breakdowns circulated for next meeting. LGR clarification	NBC SMc	Sep 2026 Sep 2026	
6a.	**Sub-group reports – Kidsgrove Station** DRo presented an update on the Kidsgrove station project. This presentation will be circulated with the Action Log. DW commented that financials and timeline were only high level. DRo replied that more accurate financial information can be circulated once available. DW also requested information on the benefit cost ratio (BCR) for the revised project, the spend profile, what happens if project is delayed and whether potential anti-social behaviour issues have been considered. RW mentioned the fencing around the perimeter could be more welcoming and that he would be happy to provide more input to the project.	Circulate presentation with action log. Questions will be passed on to DRo.	TB BM	22/07/26 Ongoing	
6b.	**Sub-group reports – Public realm** Insufficient time to discuss at the meeting. Update paper to be circulated to board members.	Circulate update	TB	31/07/26	
6c.	**Sub-group reports – Highways** Insufficient time to discuss at the meeting. Update paper to be circulated to board members.	Circulate update	TB	31/07/26	

6d.	**Sub-group reports – Enterprise Units** Insufficient time to discuss at the meeting. Update paper to be circulated to board members.	Circulate update	TB	31/07/26	
6e.	**Sub-group reports – Community Hub** EV and RT presented the outline of the Community Hub project. JG expressed concern that the Community Hub might suffer the same issues as the Shared Service Hub in that there is insufficient interest in taking space. He further recommended that the board start giving thought to other potential projects in the case of any underspend. EV reiterated that scrutiny of the project was welcome to ensure that the project would be deliverable. RW expressed concerns about the building being used by the school for statutory education and what would happen if the hub could not fulfil its primary purpose as a community facility. SMc replied that the Academy would need to sign a Grant Funding Agreement (GFA) setting out all project deliverables and if these were not met then the funding could be clawed back. DRi asked for clarification on where the Hub would be sited and EV emphasised that they wanted to ensure no duplication of services so will arrange a meeting with the Sports Centre to discuss	Circulate presentation to board members. Board to submit any additional project ideas they have. Set up meeting King's/Sports Centre	RT ALL EV/RT/ DRi	31/07/26 Sep 2026 Sep 2026	
7.	**AOB** Timing of future meetings was discussed. This will be reviewed for future meetings and the opinions of board members sought. TB notified the board that this would be her last meeting as she would be retiring at the end of July and wished the board every success in delivering projects for the benefit of the local community. PW thanked her on behalf of the board for her commitment.	Timings to be reviewed for next meeting.	PW/JG	Sep 2026	
8.	**Date of next meeting** Online via teams. Date to be arranged. Timing – see point 7.	Confirm date/venue	NBC	TBC	

NB: A number of issues relating to governance and the legality of this meeting were raised at the meeting and in several emails to the council. These are being dealt with.