ACTION LOG

	Meeting:	**Kidsgrove Town Deal Board**
	Date:	30th July 2020 4.00 – 5.30pm

Attendees: Gill Burnett (Sports Centre); Dan Gray (Aspire); Paul Hodgkinson (Keele Uni); Jonathan Gullis (MP); Lisa Healings (VAST); Rob Leese (DWP); Nicola Lewis-Smith (CRT); Simon Martin (CRT); Cllr Kyle Robinson (Kidsgrove TC); Cllr Simon Tagg (NBC Member); Andrew Thomson (N'hood Plan); Paul Waring (KTCCIC); Philip White (SCC Member).
AECOM: Gareth Brown; Bob Perkins.
Support Officers: Gail Edwards (SCC); Trudi Barnard, Mark Laywood, Simon McEneny (NBC).

Apologies: Ian Donaldson (Autonet); Alex Heath (AECOM); Zoe Papiernik-Bloor (Audience Agency); Emily Verow (King's School); Dr Emma Sutton (Primary Care Network); Emma Wilson (LEP); Cllr Mark Winnington (SCC Member).

	Issue	Action	By	Due Date	Compl
1.	Declarations of Interest: As all Board members have some sort of interest in the economic well-being of Kidsgrove, members agreed that conflicts of interest would be noted on the minutes.	None noted			
2.	Action Log from previous meeting: • MHCLG has confirmed to Jonathan Gullis that TD funds are secure. • All other actions completed or ongoing.				
3.	Town Deal guidance and support (see presentation for details) • Regular monthly catch-up with the Cities and Local Growth Unit continue. These also include our town co-ordinator from the MHCLG funded Town Fund delivery Partnership.	Update on discussions at future meetings	AECOM /ML	Ongoing	Ongoing
4.	Overview of Kidsgrove Town Deal (see presentation for details): • Three well evidenced, clear thematic areas with a good strategic fit.				

	• Vision – AECOM have refined the vision from its previous iteration. Does it survive the 'Tippex' test? DECISION: By a show of hands, the Board agreed the vision in its current form (proposed Simon Tagg, seconded Paul Waring, all present in favour). • Theory of Change (see slide 8 from presentation) ○ Although this diagram looks complicated it basically maps out the route we plan to take to get from where we are now, to where we want to be.	Any further comments on vision to AECOM Contact AECOM with any queries or comments about the diagram	ALL ALL	Ongoing As required	Ongoing Done
5.	Town Centre Sub-group (see presentation for details): • The plan has been slightly amended (NB: still confidential). • NBC has written to all property owners inviting them to a dialogue about what they think the Town Deal should include and their willingness to get involved. Only 4 have responded so far, but all are interested in some sort of redevelopment. Trying to contact more people but need more contact details. • The Rail Station project group has started meeting again, with AECOM in attendance. This group will work with AECOM to complete the TIP project proforma. 'Access for All' scheme is moving forward. • Cost breakdown for canal project has been received from CRT. This covers access and enhancement works.	Contact AECOM if you have any contact details for property owners in the plan areas. Report on progress at subsequent meetings.	ALL AECOM	31/08/20 Ongoing	None rec'd Ongoing
6.	Enterprise, Employment & Skills Sub-group (see presentation for details): Chatterley Valley: • Can part fund access to site but further development is a strategic issue for the whole borough. • NBC is in discussions with LEP and SCC over viability and confirmed that Town Deal contribution would be very welcome. DECISION (from June Board meeting): The Board gives 'in principle' support to including this as a TIP project but requests consideration given to sharing cost with other partners).	Report on progress at subsequent meetings.	AECOM	Ongoing	Ongoing

7.	Health and Wellbeing Sub-group (see presentation for details): • Costs and timelines for Sports Centre and school pitches have been received. • Health Hub – will house referral services, not a replacement for doctors' surgeries.	Report on progress at subsequent meetings.	AECOM	Ongoing	Ongoing
8.	Advance payment (see presentation for details): • Key points: £750k which must be spent by 31 Mar 2021 in line with government recommendations. Projects must have tangible outputs. Board approval is desirable but not essential. • Four main schemes form a linked package of projects around the health and well-being theme. o Early works on the Sports Centre o 3G pitches at King's School o Newchapel Rec improvements o Clough Hall Park improvements Comments: • Improvements to Clough Hall pavilion should also be considered. • Need to check work in Newchapel Rec in relation to the proposed designation in the Neighbourhood Plan. • These proposals help to spread the funding around the area rather than only in the town centre. • Need to ensure that the local community is fully aware of the proposals. DECISION: By a show of hands, the Board supports the package of measures to be submitted to MHCLG for the advanced payment.	Report on progress at subsequent meetings.	AECOM /ML/SM	Ongoing	Ongoing
9.	AOB Information about both town deals is available on the NBC website.	Check web pages and pass any comments to Trudi Barnard	ALL	10/09/20	Ongoing

	https://www.newcastle-staffs.gov.uk/all-services/business/business-information/town-deals-kidsgrove-and-newcastle				
10.	Date of next meeting 4pm, Thursday 10th September 2020, via ZOOM (joining details to be sent separately).	Note date in diary	ALL	ASAP	Done

Abbreviations:
KTD – Kidsgrove Town Deal
NTD – Newcastle Town Deal
NBC – Newcastle-under-Lyme Borough Council
SCC – Staffordshire County Council
CRT – Canal & River Trust
ML – Mark Laywood
TB – Trudi Barnard
SM – Simon McEneny
CV – Chatterley Valley
LEP – Local Enterprise Partnership
MHCLG – Ministry of Housing, Communities and Local Government
TIP – Town Investment Plan
DONM – Date of next meeting