## MINUTES

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| **1.** | **Introductions and Apologies** | **By Whom** |
| **1.1** | The chair welcomed all to the meeting and noted the following apologies: Emma Hext |  |

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| **2.** | **Minutes of Last Meetings and Matters Arising** | **By Whom** |
| **2.1** | **Matters arising**  The LightPlay maintenance plan was reported to the meeting noting £5k had been included for damages, lamps, and fittings.  The draft business cases are an item for discussion on the cabinet agenda for the November meeting.  The Town Deal communication meeting took place. Ward members will be briefed.  The Youth engagement campaign resulted in 6 interested applicants to engage in proving the Communication Plan that feeds into the website updates of upcoming and ongoing projects. It was suggested that youth engagement should be maintained moving forward to ensure inclusion which was agreed. SL echoed the importance of how we communicate to the public to reduce the lack of understanding of what we are doing. |  |

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| **3.** | **Business Cases** | **By Whom** |
| **3.1** | **Land Assembly Strand**  A proposal for demolition and development has been put forward. The site acquisition cost is £2m with no match funding which will be used to acquire the site and adjoining properties to bring forward the scheme.  The board reiterated its clear view that the TD grant should be used for the purposes set out in the Investment Plan i.e., acquisition of adjoining sites for development and not as part of acquisition costs.  Agreed for this business case project to be submitted to Towns Fund with revised cost relating to development funding. | **GJ/PB** |
| **3.2** | **Pavilion**  It will be the Council who decides on the use of the site and a market assessment has been carried out to explore options. Discussions are continuing with the leaseholder on the repair costs following the intrusive survey works which will require scaffolding and weatherproofing of the entire structure.  VF advised that the timeline would need changing as this is currently out of date.  Agreed for this business case to be submitted to Towns Fund. | **PB** |
| **3.3** | **Core GPO Roundabout**  The Board agreed and supported the GPO scheme proposal. The transformational ambition for the scheme was limited by budget: re-grading the levels of the roundabout to achieve a more useable public realm and improving accessibility was not possible within the current budget. Suggested that additional budget could be sourced and to explore the potential for s106 to increase the available funding. PB to approach Torbay Council’s February 2022 Capital and Growth board. | **PB** |
| **3.4** | **Coastal Corridor**  The Board agreed to discontinue the Coastal Corridor project from Town Deal as can be delivered as part of wider transport issues which will consider parking and better connection with the railway station. Concern raised on the loss of funds, however proposal for reallocation of funds to other Town Deal schemes is to be made to Town Fund.  The Board agreed the removal of the Coastal Corridor scheme. |  |

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| **4.** | **Town Deal Highlight Report** | **By Whom** |
| **4.1** | The highlight report was discussed in brief with poignant questions raised.  Lightplay Installation will be completed Friday 19th November ready for the launch event on 3rd December. The feedback has been very positive. As previously reported a lessons learned report will be taken to the Council’s Capital Programme Review Board and summarised for Town Board in the highlight report. |  |
| **AD/PB** |

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| **6.** | **Any Other Business** | **By Who** |
| **6.1** | **Young Person Recruitment**  6 applications have been received and all will be invited to meet with the Chair and JB for an informal interview. |  |

**Date of next meeting: Friday 21st January 2022, 9.30am – 11.30am**

**Minutes recorded by: Arron Rodger**