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| **STRICTLY CONFIDENTIAL** |
| **Meeting Title** | Torquay Town Deal Board  |
| **Date/Time** | 24th November 2023 0900-1100 |
| **Venue** | Boardroom, Town Hall & Teams |
| **Attendees** | Vince Flower (VF) **Chair**Chris Bartlett (CB)Chris Lewis (CL)Callum McGinnis (CM) Julie Brandon (JB)Susie Colley (SC) | Emma Falconer (EF)Jim Parker (JP)Andrew Robertson (AR)Rebecca Woolley (RW)David Ralph (DR) |
| **Apologies** | Alan Denby (AD)Tracey Cabache (TC)Kevin Foster (KF) | George Helmore (GH)Laurence Frewin (LF) |

## MINUTES

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| **1.** | **Introductions & Apologies**  | **Action** |
| **1.1** | All were welcomed to the meeting. |  |

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| **2.** | **Declarations of Interest** | **Action** |
| **2.1** | JB declared interest and runs a business on Fleet Street |  |

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| **3.** | **Gifts & Hospitality Register** | **Action** |
| **3.1** | No declarations.  |  |

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| **4.** | **Minutes of the previous meeting** | **Action** |
| **4.2** | **Closed 6.6**CB sought guidance from the board on finances in the recommendation section. AD explained that there had been a formal change request made. JB added that the overall community board agreed but wanted more detail on road closures for the enabling works on Fleet Street as the timing is bad. Information on the enhancements for Fleet Street was requested also. A question was raised on free parking mitigation. EF will share the community engagement plan. JB added it was difficult to host and arrange events and asked the council to support more with this, a collective effort between businesses in retail and the council is most certainly required as previously TC had been expected to solve retailers' problems.  | **EF** |
| **4.3** | **Carry Forward 6.7**There was a consensus that to help the project various mitigation steps would be explored. VF recognised that as a board this could be achieved. VF called for a single-item agenda with details on mitigation for the sites.*AD will liaise with SC outside of this meeting* | **AD** |
| **4.4** | **Closed 6.8**JP added that clear community outreach works incredibly well, and priority engagement is key. |  |

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| **5.** | **Highlight Report** | **Action** |
|  | **Strand Land Assembly (VTC3) (Debenhams)** |  |
| **5.1** | CB read through the progress and key datesVF asked about the 7 month gap to demolition starting was necessary, CB said challenges were created by restricted access and party wall matters.SC said it does look protracted, CB said this is because we and the contractor needed to allow time to assess party wall, surveyors, legal agreements etcJB asked what would happen with the site once demolition is complete, CB said it will be boarded in the short term, CL said that by that time it is hoped that plans will be coming forward for it to be developed, we would like to be able to display the plans for development on the boarding to show it is temporary |  |
|  | **Harbour Public Realm (VTC4)** |  |
| **5.2** | CB read through the highlight reportCB said that works were linking with Debenhams demolition where possible, JB said that the road closure during mid-summer could cause issues, VF said that the work should be complete by Jul24. EF is looking for appropriate premises to display full visuals of Harbour Public Realm plans but a location has not been confirmed yet, JB suggested one of the vacant units in Fleet Walk, EF will investigate furtherJB said that a website for a council in Cornwall is very clear and easy to use, it was viewed by some of the board who agreed it was clear and easy to use.EF said there is information available on TC website and this is the new agreed format moving forward for all projects.There has been contact from the Contractor regarding deliveries causing issues on the Strand with some vehicles being ticketed whilst unloading.EF will liaise with the parking team to see if a solution can be found.EF confirmed there are messaging boards being created and they will be displayed in the new year.CM asked when the website was going to be bought up to date, EF confirmed this will be done by next weekThe issue of the felled trees being left in the centre of the works had bought comments from the public, CB said that a lesson has been learned, earlier engagement moving forward will alleviate this kind of issue | EF |
|  | **Core Area - GPO Roundabout (VTC5)** |  |
| **5.3** | CB said that the question is currently if we go to tender, VF said he thought we had already, CB said that the question was asked at a previous meeting and it was agreed by the board that this would be held. VF said that we should be going out to procurementJB asked if Fleet Walk/Planter improvements can be included, CB said he will ask the question | CB |
|  | **Edginswell Rail Station (BCP1)** |  |
| **5.4** | The scope for this project has been reduced by removing the car park that was in the original discussions.Change papers have been submitted regarding funding and are being submitted, the earliest start date would be May-24 |  |
|  | **Stronger Future (BCP2)** |  |
| **5.5** | CB read through the highlight reportSC raised a question regarding Ready for Work, she asked if DWP could bring in additional support when required for people with additional needs/disabilities so the cost/time would not all fall on the employer? CB will ask and feedback | CB |

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| **6.** | **Any Other Business** | **Action** |
| **6.1** | SC asked why the crown had been removed from Abbey Gardens, EF said that this is because it was past its best and there will be a new feature in the Spring in line with the planting season |  |
| **6.2** | JB asked regarding a Christmas Tree at the GPO roundabout, it would help lift the upper end of Fleet Walk, EF will ask Phil Black why the GPO roundabout is not included in the Bay of Lights this year | EF |
| **6.3** | The Bay of Lights are opening soon |  |
| **6.4** | SC asked that the minutes be circulated and published as soon as they are available |  |