

# Minutes

**Meeting Title:** St Ives Town Deal Board Meeting

**Date:** 1<sup>st</sup> December 2020

**Time:** 17:00 to 19:00

**Location:** Microsoft Teams

**Chaired by:** Sarah Stevens

**Attendees:** Members: Andrew Baragwaneth (AB), Libby Buckley (LB), Steve Cross (SC), Neil Davis (ND), Kirsty Kilmurry (KM), Gareth Jones (GJ), Vanessa Luckwell (VL), Ian McChesney (IM), Andrew Mitchell (AM), Poppy Naylor (PN), Sarah Stevens (SS), Rowena Swallow (RS), Linda Taylor (LT – arrived at 18:00)  
Officers: Beth Briggs (BB), Lucy Davis (LD), Emily Kent (EK), Phill Woods (PW)

**1. Apologies:** James Butterworth (JB), Tony Harris (TH – subs. Kirsty Kilmurry, KM), Derek Thomas (DT) MP

## Minutes

## Action

### 2. Declarations of Interest

- It was noted that EK, VL and DT would leave the meeting for discussion on Bay to Bay (Item 3) due to it being a Cornwall Council project but would speak to provide an update to the Board before leaving.

### 3 Minutes of the last meeting

- Due to late circulation of the minutes and time constraints, it was agreed that the approval of minutes would be deferred to the next meeting.

### 4. Metro Dynamics

- SS introduced PWh who provided an overview of the draft, with a specific focus on projects.
- Members provided feedback, which was noted by the Metro Dynamics team.

- PWh advised Members that they were welcome to contact him via email following the meeting with further comments.
- PWh advised that they would be working on a further draft over the coming week.
- There followed a discussion regarding the grouping of projects, with the TIP having grouped the projects into five intervention themes.
- Cultural assets (intervention 2) – Members asked for PWh feedback on his view on suitability of projects.
- PWh advised that projects where the outcomes were not immediately visible would be scrutinised and that evidence of delivery against criteria was very important.
- Members considered that a set of questions needed to be defined for applicants in order that they were clear what additional information was required of them.
- It was agreed that this would be progressed outside the meeting.
- **ACTION:** PWh to liaise with LB to progress development of cultural asset intervention.
- It was noted that all projects were being reviewed in light of the wellbeing centre no longer forming part of the TIP.
- In terms of governance, PWh advised that the Government would need to see a credible delivery route and owner for each project.
- PW clarified that Cornwall Council were the accountable body who would be responsible for distribution of funds to delivery partners.
- Members considered the possibility of forming groups to oversee progress, either by intervention theme or physical location.

PWh  
/ LB

## 5. Delegated Fund

- EK and PW declared an interest in this item (due to consideration of CDC, being a Cornwall Council arm's length company) and left the meeting at 18:15.
- A paper had been circulated in advance of the meeting.
- It was noted that detail still needed to be agreed, such as level of funding to be allocated to the fund, maximum grant available and definitions around eligibility.
- Members considered that evidence of economic contribution would be vital.
- It was noted that more work was required to finalise these details before requesting further input from CDC to work up a more detailed plan.
- EK and PW re-joined the meeting at 18:26.
- SS enquired as to the possibility of Cornwall Council transferring ownership of a town centre building in order that it be used to house Town Deal projects.

- VL advised that conversations were already ongoing in this regard.

## 6. Projects for draft TIP

- EK presented information regarding the Bay to Bay scheme.
- EK advised that Cornwall Council were now undertaking the feasibility study in order that the results be available in early January for decision before TIP submission.
- A breakdown of costs was provided, as requested at the last meeting. EK noted a high optimism bias due to variation in possible routes at this point.
- EK noted the possibility of a branch off this route to the top of town to link with the Penbeagle area projects (at additional cost).
- EK advised that she is confident on delivery of the feasibility works and that the project would be deliverable within the given timescale.
- Members agreed that the project move forward for inclusion in the TIP, subject to consideration of the feasibility works in January.
- **ACTION:** AB to form subgroup to assist with progressing this project.
- EK then presented information regarding the Rugby Club site.
- EK advised that feasibility work was currently being carried out, and all feasible options would be presented to the Board. She expected the work to be completed by the end of December.

AB

## 7. Comms

- PN advised that a door-drop had been undertaken that day with a thankyou to residents for their engagement with the consultation process.
- PN noted that the next major communication would be around the TIP submission.

## 8. Capacity fund

- SS requested an update of the budget by the following day.
- LD advised that the budget included £40k set aside for business case development but that there was around £1k left in addition to this.
- SS advised that St Ives BID had requested a contribution toward the cost of the feasibility works for town centre pedestrianisation and that she would like the Board, based on updated budget figures, to discuss with regards to a contribution via written procedure.
- PW advised that the creation of a TIP template by the Cornwall Council design team had been undertaken at no cost to the Board. He noted that the template was fully customisable to include St Ives branding but provided a template which ensured adherence to Government specifications.

- PW also advised that Metro Dynamics had, in light of LD resignation, been commissioned to undertake drafting of section 2 of the TIP and that Cornwall Council were also covering the cost of this commission in order to support the Board.
- PW thanked LD for all her work and noted that the Board was is in a strong position due to the work she had undertaken.

**9. Any other business**

- SS thanked LD for everything she had done for the Board.
- SS advised Members that GT had regretfully resigned from the Board due to outside commitments.

**10. Date of next meeting**

- 15<sup>th</sup> December, 17:00 to 19:00
- **ACTION:** BB to circulate invite

BB