



Minutes

Meeting Title:	St. Ives Town Deal Board
Date:	Tuesday 20 May 2025
Time:	17:00 – 19:00
Location:	St Ives Guildhall
Chaired by:	Andrew Baragwanath (AB)
Attendees:	Voting Members: Cllr Andrew Mitchell (AM), Johnnie Wells (JW), Libby Buckley (LB), Cllr Luke Rogers (LR), Lynn Fox (LF) – <i>teams</i>, Phil Barnett (PB), Rowena Swallow (RS) – <i>teams</i> Observer (non-voting): Trisha Hewitt (TH) – <i>teams</i> CC Officers: Emily Kent (EK) – <i>teams</i>, Jessica Morris (JM), Matthew Pitt (MP), Melinda Brown (MB), - Clare Connaughton (CC) - Secretariat Other attendees: Catherine Roberts (CR), Elizabeth Gilbert (EG) Presenters: Catherine Roberts (CR), Charlotte Tomlinson (CT), Libby Buckley (LB), Kieren Couch (KC)
Apologies:	Andrew George MP (AG), Steve Hynes (SH), Karen Fielding (KF)

Minutes		Action
1	Consent of all present to record meeting	
1.1	Consent was given by those present for the meeting to be recorded.	
2	Welcome and Apologies	
2.1	Apologies were noted as above. It was Cllr Luke Rogers' first meeting after being recently elected.	

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3	Declaration of potential conflicts of interest	
3.1	Board Members present declared an interest in Town Deal projects in according to their standard declarations on the Register of Interest.	
4	Minutes of last meeting and action tracker	
4.1	The minutes from 25 February 2025 were reviewed; they were proposed by RS and LB seconded the approval.	
5	Matters arising not covered on the agenda	
5.1	There were no matters arising.	
6	Communication Update	
6.1	There were limitations during the Purdah period, but things were increasing at pace now; • Some Board members and CC Officers had an opportunity to see the Community Orchard, during the opening of Penbeagle Nature Reserve, which was an output of the Town Deal grant, • Further site visits had been arranged, with Leach Pottery in June 2025, and MB will send out invites for this visit and asked other project leads to arrange site visits, • There had been coverage on Low Carbon Transport programme with traffic speed reduction at Halsetown, a film and press release on Enterprise Grants and St Ives Theatre.	
6.2	A full list of scheduled activity had been provided in Appendix A of the paper. Overall, coverage had been positive, and the next reporting period would be extremely busy.	
7	Programme Overview Report	
7.1	Current status; • St Ives Orchard had completed, • St Ives Theatre had been completed with the kitchen and cafe to open imminently, • All other projects were in the delivery phase, apart from the Rugby Club which was out for tender for the main contractor. It was anticipated work would commence September 2025.	

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7.2	As at the end of March 2025, 40% of the Town Deal funding had been expended.
7.3	The remainder of the report was noted.
8	Project Updates
8a	Enterprise Fund Presentation – Round 4 Criteria
8a.1	There was a recommendation for the Board to decide upon a preferred option for the delivery of the remainder of Enterprise Grant Funding. • 35 projects out of 76 had been completed, • Potential ‘clawback’ funding would be returned to the remaining funding pot, • There was approximately £20k underspend remaining, which may increase if there were any clawback from funds from projects which did not go ahead, or from businesses which closed during the period, • A Working Group had already discussed criteria for a final round / call for funding but had not reached a preferred option. Any round would have to follow the aim of town improvement, • Options were; ○ Proceed with the round as circulated previously which focusses on shop front /premises’ improvements, using the broad guidance/design guides available, ○ To have an ‘open call’ round, with Expressions of Interests (Eols) and the Working Group (and other Board members can be invited too) would consider which ones to proceed to a full application.
8a.2	Following a discussion, JW proposed the recommendation and AM seconded the proposal. Board Members favoured Option 2 which appeared more flexible and would include more potential applicants.
8a.3	The Board agreed Option 2 – Eols.
8a.4	It was noted the deadline date for claims was 31 January 2026, which would determine which projects can be feasibly delivered in this time period.

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8a.5 Hospitality businesses could be considered, but the focus would be on assisting other sectors to benefit the local economy of the town. 8a.6 EG asked for more evaluations of the grants as there had been just one response. The process does not take long and EG would send a reminder email to members, as it would be more beneficial if more people took part. 8b Leach Pottery 8b.1 There had been 3 weeks slippage to the building programme for the Learning and Production Centre which was scheduled for handover in November 2025. 8b.2 The sewer diversion was almost complete and there would be further works in the road to relocate the gas main later in the year. 8b.3 A tank would be installed to collect rain water from the roof, which would be diverted to the river. Part of the budget had been saved with this intervention. 8b.4 Spend was on track, and a site visit would take place this June. There had been good community contribution to the new building with tile decorations' project. 8b.5 Phase 2 involved building a new reception and museum interpretation with Town Deal funding. Digital Trail 8b.6 The project partner had withdrawn, so the scope had to be reviewed. From research and discussions with cultural partners, the App proposal was not the preferred option. 8b.7 It will now provide digital content for a Content Marketing Platform (CMP) repository which can be used by cultural stakeholders and partners to deliver content to their own digital platforms about the town. Leach Pottery was solely administering this project. <i>EG and CR left the meeting at 17:50.</i>	

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8c Digital Skills 8c.1 The aim of the project was to support the community to develop and improve their technical skills. The project was working with DWP and CC People Hub. 8c.2 Work had commenced in the library building to develop an IT suite on the first floor with flexible space depending on the activity. Equipment will be updated and will be available to include all residents, regardless of experience, who wished to use the facilities. 8c.3 There were quarterly meetings with DWP and Town Deal funded youth engagement officers were involved in the scheme. One focus was to develop IT skills of young people who would then benefit the town. 8c.4 The updated section of the library was due to open in November 2025.	
8d Live West	
8d.1 The contents of the report were noted by the Board.	
8e Low Carbon Transport	
8e.1 The Board agreed to:- • Support the implementation and consultation period of the Experimental Traffic Regulation Order (ETRO) through Library Corner.	
8e.2 The recommendation for Scheme 2 had previously been endorsed by the Transport Subgroup. The aim was to improve traffic flow at Library Corner which gets congested.	
8e.3 Scheme 1 – Focus on Low Traffic Environment (LTE) • Traffic Reduction • Safety Enhancement • Increased Accessibility	

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• Environmental Health • Community and Economic Benefits • Reduction of conflict issues on Tregenna Hill 8e.4 Scheme 2 – Focus on Traffic Circulation • To improve circulatory traffic movements through the town • Use Park Avenue reversal and Tregenna Hill restriction to restructure remaining traffic flows within the town • Reduction of conflict issues on Tregenna Hill 8e.5 The trial would be monitored and evaluated; the team had consulted with the bus company to participate in the trial but were waiting for a response from them. If required Highway Authority regulations could make it mandatory for buses to follow the new route. 8e.6 The 6-month trial was due to commence in June 2025, to capture the busy holiday period, then following evaluations, would be adopted. The trial could last up to 18 months, depending on whether it can start in June. 8e.7 Non-compliance would be monitored during the trial period and addressed. 8e.8 A Comms strategy was in place with posters, flyers, social media, and a short film would be produced. 8e.9 LB requested signage for pedestrian to link with the Digital Trail. KC noted this suggestion. 8e.10 JW proposed the recommendation and was seconded by LR. Voting: 2 objections 1 abstention 5 in favour 8e.11 The Board agreed to proceed with Scheme 2. 8f The Guildhall 8f.1 The contents of the report were noted by the Board.	

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8g	St Ives Theatre	
8g.1	The contents of the report were noted by the Board.	
8h	CLT	
8h.1	The contents of the report were noted by the Board.	
8i	St Ives Rugby Club	
8i.1	KC had become Project Lead when Jonathan Molloy left CC. • The Tender package had been published, and tenders were expected back by the end of May 2025, • The tender for the sports strand was issued yesterday (19 May), • It would be presented to Cornwall Council's Investment and Commercial Board (ICB) in July 2025 for consideration (with a view to approval), and work was due to commence on site in September 2025.	
8j	St Ives Orchard	
8j.1	The project had been completed, and outputs, which included tree planting had been achieved.	
9	'A.O.B' – 3 days' notice to be provided in writing to the Chair The meeting closed at 18:39.	
10	Date of Next Meetings: Tuesday 18 November 2025, 17:00-19:00.	