

KING'S LYNN TOWN DEAL BOARD

MEETING MINUTES

Date	Friday, 26 th March 2021, 3.00pm	Location	Via Microsoft Teams
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Attendees
Graham Purkins (Chair), Duncan Hall, Andrew Stevenson, Brendan Legrove, Carly West-Burnham, Councillor Brian Long, Councillor Elizabeth Nockolds, Councillor Graham Middleton, Emma Taylor, Hannah Grimes, James Wild MP, Jim Major, Jemma Curtis, Lorraine Gore, Jonathan Clemo, Lynn Collison, Mark Juniper, Max Winkler, Michael Baldwin, Nova Fairbank, Robin Hanley, Vicky Etheridge, Vince Muspratt, David Pomfret, County Councillor Andrew Jamieson, Hetty Thornton

Minutes	Actions
<p>1. Apologies</p> <p>Harry Seaton, Michelle Drewery, James Fowler, Alistair Cox, Simon Morris, Nicci Broughton.</p> <p>It was also noted that Tony Callendine from Historic England had now been replaced on the Board by Hetty Thornton.</p>	
<p>2. Declarations of Interest & Updated Forms</p> <p>David Pomfret declared an interest in the School of Nursing.</p> <p>The Board was reminded that at a previous meeting they had agreed that Board Members Declaration of Interest Forms would be published on the website. Members of the Board's home addresses would be redacted and Members had previously had the opportunity to review information on the form.</p> <p>AGREED: That the Declaration of Interest Forms for Members of the Board be published on the website.</p>	Jemma Curtis
<p>3. Introduction</p> <p>The Chair informed the Board that the outcome of the Towns Fund Bid would now not be known until after the elections in May, however there was still work to be done in the meantime, including the Working Groups which had been established and supporting other funding opportunities.</p>	
<p>4. Minutes of Previous Meeting – 19 February 2021</p> <p>The minutes from the meeting held on 19th February 2021 were agreed as a correct</p>	

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<p>record.</p> <p>5. Town Deal Update and Next Steps</p> <p>Duncan Hall gave a presentation on the Town Deal Board (as attached). It was noted that the result of the Town Deal Bid would now not be known until after the Election.</p> <p>The Board was also informed that £70k of stage 2 capacity funding had been awarded which would be used to carry out the green book appraisal work.</p> <p>Business case and monitoring evaluation guidance was expected imminently.</p> <p>Duncan Hall also explained that reprioritization work had been carried out in February. The Government had indicated that the Innovation and Collaboration Incubator should remain on the list of projects and after we receive a Town Deal offer a further reprioritization exercise may have to be carried out.</p> <p>The Board discussed the levelling up fund and the deadline for this, which was the 18th June. It was considered tight, especially as the outcome of the Town Deal would not be known until after 6th May, however other projects could be looked at, once more guidance was available on the levelling up fund.</p> <p>Jemma Curtis then provided detail on the timescales of the Town Deal, going forward, as included in the presentation. It was noted that after the announcement there would be a reprioritization exercise, if needed, followed by a two-month period to complete the project confirmations, then one year to develop the detailed business cases before Board, Town Deal Chair & Section 151 Officer sign off. Projects could then be delivered from March 22 onwards.</p> <p>It was acknowledged that the work would be resource intensive and the short timescale to produce the project confirmations. A development of a delivery plan would be worked out which would provide detail of the resources required.</p>	
<p>6. Town Deal Sub Groups</p> <p>The Terms of Reference for the following Working Groups had been circulated with the Agenda:</p> <ul style="list-style-type: none">- Re-purposing of the Town Centre and Improving Public Realm.- Youth Forum- Guildhall and Creative Hub Community and Stakeholder Group <p>AGREED: The Board agreed the Terms of Reference for the above Groups.</p>	

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<p>7. Accelerated Funding Projects Update</p> <p>David Pomfret provided an update on the School of Nursing (as attached).</p> <p>Jemma Curtis provided an update on the Public Realm project explaining that materials had now arrived and work would commence in the next couple of weeks. Work would be phased to maintain access to businesses as required.</p> <p>It was also explained that a number of benches had been installed at the Tuesday Market Place and Kings Staithe Square. Parasols would also be installed. The street furniture had been funded from the Norfolk Tourism Support Package.</p> <p>Other benches had been installed around the Borough as part of a 'Explore a Book' project with the Stories of Lynn and Kick the Dust which would create a trail of benches across the Borough.</p> <p>James Wild MP informed the Board of the National Trust Blossom project and asked if there was the opportunity for something similar to be done in King's Lynn.</p> <p>Jemma Curtis explained that a Norfolk County Council Tree Project Fund had been launched and opportunities for tree planting would be looked at as part of the Public Realm Action Plan.</p>	<p>Jemma Curtis</p>
<p>8. New Funding Update - Levelling up Fund and UK Shared Prosperity Fund</p> <p>Vince Muspratt provided an update on the Community Renewal Fund (copy attached).</p> <p>Information on the Fund was also available at www.norfolk.gov.uk/grants-and-funding/community-renewal-fund</p> <p>It was noted that applicant workshops would be carried out and Jemma Curtis agreed to liaise with the relevant officers at County to arrange a session for the appropriate Board Members.</p> <p>Webinars for the fund would take place on the afternoons of 6th, 13th and 15th April.</p> <p>It was confirmed that the Community Renewal Fund was available to the whole</p>	<p>Jemma Curtis</p>

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<p>Borough and was not just focused on King's Lynn.</p> <p>Duncan Hall provided an update on the Levelling Up Fund and explained that there was a Webinar on this taking place next week. Further information would be shared once available.</p>	
<p>9. Any other Business</p> <p><u>CITB Representation on the Board</u></p> <p>AGREED: Lorraine Gore and Graham Purkins to write to the CITB inviting them to join the Town Board.</p> <p><u>Skills and Infrastructure White Paper</u></p> <p>David Pomfret to bring this to the Town Board at the appropriate time.</p> <p><u>Workshop Session</u></p> <p>The next meeting would include a workshop session by SQW, commissioned to complete the Demand assessment of for the Innovation & Collaboration Incubator project.</p> <p><u>Chamber of Commerce Q&A session for Businesses</u></p> <p>A Zoom session for Businesses, ahead of reopening on 12th April would be held on 7th April at 9am. This would be advertised on social media and businesses could sign up via the Chamber of Commerce Website.</p>	<p>Lorraine Gore/ Graham Purkins</p> <p>David Pomfret</p> <p>Duncan Hall</p>
<p>10. Date of the Next Meeting</p> <p>Wednesday 28th April 2021.</p>	

Meeting closed at 4.30pm

