

KING'S LYNN TOWN DEAL BOARD

MEETING MINUTES

Date Wednesday, 11 th June 2021, 9am	Location Via Microsoft Teams
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Attendees
Lorraine Gore, Michelle Drewery, Jemma Curtis, Matthew Henry, Duncan Hall, Sharon Clifton, Debbie Gates, Paul Harrison, Cllr Stuart Dark, Cllr Richard Blunt, Cllr Elizabeth Nockolds, Hannah Grimes, Rik Martin, Robin Hanley, Jo Ballard, Thomas Humphries, Karen Gibson, Graham Phillips, Jake Hardwick, Madeleine Mitchell, Vince Muspratt, Helen Bailey, Daniel Pedley, David Pomfret, Alistair Cox, Andrew Stevenson, Cllr Andrew Jamieson, Anita Jones, Frank Thompson, Graham Purkins (Chair), Hannah Grimes, James Fowler, James Wild MP, Mark Juniper, Michael Baldwin, Nicci Broughton, Nova Fairbank, Robert Jakeman, Sharon Edwards, Thomas Humphries, Vicky Etheridge, Simon Morris, James Fowler, Hetty Thornton, Lisa Roberts, Lynn Collison, Alistair Cox, Andrew Stevenson, Helen Bailey

Minutes	Actions
<p>1. Apologies</p> <p>Brendan Le Grove, Emma Taylor, Howard Martin, Jim Major, Laura Skaife-Knight, Cllr Graham Middleton, Jon Clemo, Tim Drew</p>	
<p>2. Declarations of Interest, Updated Code of Conduct and Terms of Reference</p> <p>Declarations of interest were noted from:</p> <ul style="list-style-type: none"> • David Pomfret in the School of Nursing • Lisa Roberts as the New Anglia LEP had submitted bids to the CRF. • Nova Fairbank as Norfolk Chambers are part of one of the LEP bids to the CRF. • Michael Baldwin as Norfolk Chambers are part of one of the LEP bids to the CRF. • Robin Hanley re CRF as an employee of Norfolk County Council. <p>The updated Code of Conduct was agreed and adopted by the Board.</p> <p>The updated Terms of Reference were agreed and adopted by the Board.</p>	
<p>3. Introduction</p> <p>A note of thanks was recorded by G Purkins for the commitment and hard work put in following the announcement that King's Lynn had been approved for their Towns Fund bid for £25m.</p> <p>G Purkins welcomed new members to the Board:</p> <ul style="list-style-type: none"> • Cllr Stuart Dark, Leader of the borough council, had replaced Cllr Brian Long • Cllr Richard Blunt, as the new borough council portfolio holder for Regeneration, had joined the Board 	



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<ul style="list-style-type: none"> Rik Martin, Director of CAN, had replaced Jon Clemo <p>G Purkins welcomed officers from Norfolk County Council who would be presenting the CRF scheme under Item 6.</p>	
<p>4. Minutes of Previous Meeting –28th April 2021</p> <p>The minutes of the meeting of 28th April 2021 were agreed as an accurate record.</p>	
<p>5. Town Deal Update – Duncan Hall/Jemma Curtis</p> <p>D Hall provided a brief overview and highlights of the Heads of Terms and recommended they be signed off and agreed by the Board.</p> <p>The next stage in the Town Deal process is to sign the Heads of Terms by 29 June 2021. From this date there will be 8 weeks to determine the priorities with confirmation of projects and sign off to be agreed by late August. Re-prioritisation of the projects to be funded by the Town Deal be part of this process. The Board has 12 months to complete detailed business cases for each project.</p> <p>Mott MacDonald had been appointed to advise and assist with work on the business cases and were expected to attend the next meeting on 30th June.</p> <p>A Town Deal Programme Manager was to be recruited and the post would be advertised shortly.</p> <p>No objections were recorded for the Heads of Terms and these were subsequently agreed by the Board.</p>	
<p>6. Community Renewal Fund (CRF) Project Applications – Vince Muspratt/Karen Gibson</p> <p>V Muspratt outlined the background behind the CRF scheme and confirmed that, within the county, west Norfolk, north Norfolk, Norwich and Great Yarmouth were priority areas.</p> <p>K Gibson presented the spreadsheet of west Norfolk projects and explained the strict criteria set out by government. West Norfolk would be submitting applications for circa £2.94m.</p> <p>Emphasis was put on building the strongest case for each project and to demonstrate the sustainability of the bids and the long-term benefit in turn feeding into the Shared Prosperity Fund. Praise was recorded for all applicants working within such a short time scale.</p>	

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Questions were raised around the scoring system with:

- Constructionarium – Logged as a confusing application for an App which lacked good scoring possibilities.
- Sustainable Transport Network, Multi User Community Hub and Riverfront Green Infrastructure – Noted as currently being reappraised to improve scoring.

The small amounts allocated to King's Lynn for some projects were noted as concerning. It was explained that the amounts were a reflection of a Norfolk-wide project being split across multiple different areas.

The deadline for Norfolk's submission was Friday, 18th June 2021, with NCC aiming at Wednesday, 16th June 2021.

Questions were invited from the Board.

- The project would be presented as a single application following a detailed process and strict criteria. The aim to submit Norfolk's application by 16th June was a tactical one in understanding government's processes.
- A clear set of evidence was required for government to see the whole picture.
- MHCLG had a new and well-trained team placed for assessing the applications centrally rather than through a number of other bodies, i.e. Historic England.
- A statement of support was requested by NCC, one from the Town Deal Board and one from James Wild MP. The Chair confirmed a letter of support would be submitted. J Wild confirmed his letter of support would be submitted once he had received sight of the final application. V Muspratt confirmed his agreement.

V Muspratt confirmed his intention to come back to the Board in the early Autumn with a county-wide investment framework providing engagement between NCC and the Board on a long-term basis with a structured 'joining up' of projects.

G Purkins thanked NCC for their work on this submission.

Gibson/
Muspratt

7. Town Deal Sub-Groups – Feedback

Vicky Etheridge – Public Realm Working Group

- The last meeting of the group looked at the Welcome Back Fund pertaining to i) outdoor seating leading to improving the gateways into the town, ii) night-time economy discussing ideas and designs for lighting up the town during the year, and iii) pop-ups within empty spaces. These initial discussions were very positive and good progress was expected.

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- The question was raised as to whether the group were looking at coastal areas and their car parks. V Etheridge explained the focus was currently on the town centre due to the ability to fast track some projects which could fall within the tight deadlines.
- The Group would report back to the Board with a proposal for the spend as part of the Town Deal detailed business Case.

Michael Baldwin – Guildhall Creative Hub Advisory Group

- The group were working well together with a shared aim. There was great enthusiasm for the Guildhall and how it can be brought back to life.
- Good discussions took place around the creative hub and how it could work with the Guildhall.
- SGT had presented their vision for the educational side of the Guildhall.
- The next meeting on 17th June would focus on next steps.
- No questions were recorded for the Group.

David Pomfret – School of Nursing

- The contracts for the modular build and equipment had been awarded. On-site work was due to start very soon and would be completed quickly.
- Handover was expected in August.
- Top quality equipment had been secured.
- No questions were recorded.

8. Communications and Engagement Plan – Update

J Curtis confirmed that S Clifton and M Gant were currently drafting an updated and forward-looking communications plan.

The Vision King's Lynn website is being updated to include different project sections.

S Clifton confirmed that the Communications and Engagement Plan would be ready to circulate at the next Board meeting.

9. Any Other Business

- J Wild requested an update on the Public Realm work and why the stone-work was incomplete with a tarmac section. J Curtis explained that there had been issues with the quality of stone provided and that much of it had to be sent back for replacement. The tarmac is a temporary fix and once the new stone is delivered work would be completed.

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10. Date of next meeting

Wednesday, 30th June – 2pm

Meeting closed at 10:45