

St Georges Guildhall and Creative Hub Community and Stakeholder Group

Meeting Minutes

Date: 9th September 2021

Location: St Georges Guildhall and MS Teams

Attendees	Apologies
<p>Cllr Graham Middleton Cllr Miss Lesley Bambridge Cllr Mrs Elizabeth Nockolds Jemma Curtis - BCKLWN Mark Fuller- BCKLWN Abigail Rawlings - BCKLWN Louise Godfrey - BCKLWN Jenny Caynes – NCC NMS Nick Dodds – FEI UK LTD Alison Dudeney – FEI UK LTD Ema Holman – King’s Lynn Festival Alison Croose – King’s Lynn Festival Philip Bayfield – Alive West Norfolk Andrew Jarvis – King’s Lynn Shakespeare Festival Niki Jenkins – King’s Lynn Town Guides Colin Clifton – Shakespeare Guildhall Trust Amanda Arterton – Gilbert & Sullivan Society Anita Carnell - artist Tessa Mountain – artist</p>	<p>Michael Baldwin Nick Balaam Ivor Rowlands David Nash Rachel Drury Doreen Leventhall Adrian Parker</p>

Minutes	Actions
<p>1. Introduction</p> <ul style="list-style-type: none"> Cllr Graham Middleton confirmed he was standing in as Chair for Michael Baldwin who was unable to attend. Cllr Middleton commenced the meeting and acknowledged the amount of time which had passed since the previous meeting was held. He requested that those in attendance introduced themselves. 	
<p>2. Apologies – recorded as above</p>	
<p>3. Minutes of the last meeting – 3rd June 2021</p> <ul style="list-style-type: none"> Colin Clifton expressed concern over the quality of the previous minutes, he felt that they didn’t reflect the thoughts and feelings of the previous meeting. 	
<p>4. Guildhall Project update and next steps – Jemma Curtis</p> <ul style="list-style-type: none"> Jemma Curtis acknowledged that the group had not met since the announcement of the Town Deal and that the full £25million had been awarded but that there was a process which needed to be followed following the award. <ul style="list-style-type: none"> Submission of project confirmations to government had been completed in August. A business case for each project is due by the 30th June 2022 which will release the funding. 	

- If business case is submitted earlier, the funding will be released earlier.
- A lot of detailed work is now required including consultation and engagement which will assist the business case.
 - Business cases will be presented to the Town Deal Board before being signed off by Graham Purkins and the Section 151 Officer Michelle Drewery before being submitted to Government.
- Over the next year a lot of detailed work will need to be undertaken and it is hoped that everyone will come together united to form a coherent plan. Work is to be commissioned for the preparation of a funding bid to the National Lottery Heritage Fund and this needs to include an activity plan. Both pieces of work, the Business Case for the Towns Fund and the funding bid to the National Lottery Heritage fund will be assisted by FEI UK. Jemma introduced the group to Nick Dodds from FEI UK Ltd.
- Nick explained that he had not been to King's Lynn previously, but that FEI was a specialist in Cultural events and buildings. He mentioned that FEI were currently assisting other Councils in the country with the Town's Fund including Worcester who were hoping for a new theatre. He explained that 3 members of FEI would be working on the project and introduced them as John Morlock and Alison Dudeney. Nick has read all of the provided documents and stated that it was great that King's Lynn had the funding to be able to achieve what they wanted.
- Jemma Curtis explained that the last few months had been spent getting the resources in place to write the business case and the application to the National Lottery Heritage Fund (NLHF) and that it was the intention to submit an Expression of Interest in the Autumn with a target of a stage 1 funding application to NLHF in March 2022. How engagement was to be undertaken was being finalised so that views were captured. She stated that part of this process was to look at 'meanwhile' uses and what could be done in the interim to help build up to the bigger restoration.
- A Project Manager will be appointed by the National Trust and the Norfolk Museums Service will assist. The job it is planned will be advertised by the National Trust and whilst they won't be funding any of the project, they will assist with expediting the Project Manager recruitment. The National Trust it is deemed are in a better position to attract more interest to the role.
- Colin Clifton offered to be the Project Manager.
- Anita Carnell asked if he was serious and went on to enquire where the position for the Project Manager will be advertised.
- Jemma replied that no agreement had been reached as to where the job would be advertised but that National Trust were running the recruitment.
- Colin asked how long it would take to recruit a Project Manager as the submission of the Business Plan for the Town's Fund was less than 12 months away.
- Jemma thought it would be around 2 – 3 months but that she, Mark Fuller and Jenny Caynes were doing some work on the project in the meantime and that FEI UK would start without a Project Manager.
- Tessa Mountain enquired whether it was proposed that the Project Manager would be paid through the funding.

- Jemma replied that they would, and that the Government were planning to release 5% of the Town Deal funding in the Autumn and it had been agreed that a portion of this would be used for the role of a Project Manager.
- Mark Fuller clarified that the funded Project Manager would focus 100% on this project whereas existing council staff time on the project is spread across a number of different projects
- Amanda Arterton stated that SGT had been established so that a business plan could be written and that they had been looking at the project for longer than others. She stated that ALL members of the stakeholder group needed to be involved but they couldn't all make it to this meeting due to other commitments. She said that they don't really feel like stakeholders at the moment.
- Tessa asked if a proposal had been brought forward
- Colin replied that they had submitted a proposal on the educational strand but no response had been received, and that the objective of SGT was not to assume that they would own or run the site but that they wanted to safeguard the holistic approach to it. They started a group of volunteers which now allows the Guildhall to be open 7 days a week and they currently have 40 volunteers and have received offers of funding, he reiterated that they don't want to dictate what happens but that they want to be involved.
- Ema Holman said that all stakeholders should have an equal say. She acknowledged that SGT have some ideas and opportunities of funding but wondered if these came with any ties, she was keen to see independent thoughts and believes a fresh view will help.
- Jemma said that there was a lot of preparatory work going on behind the scenes and there will now be more targeted engagement to focus on different workstreams and different stakeholder groups.
- Colin specified that he wasn't just talking about SGT only and acknowledged that stakeholders need to be collectively involved. He understands that some work will need to be done to expedite the project but is concerned that rather than being engaged the group will just be told 'this is what is being done'.
- Jemma said that a part of the engagement needs to look at governance. There are other groups and people which need to be involved, she reiterated that this group is not the only group that needs involvement.
- Colin mentioned that the White Barn is a problem, there are differing ideas but that it could be used for education or as a music venue now and that no discussions have been undertaken regarding this.
- Jemma stated that next on the agenda is discuss ideas for those buildings as a 'meanwhile use' until the full restoration and refurbishment project is complete, what could be done and by who.
- Colin stated that a proposal had been submitted in June but that he had not received a response. He commented on the use of the Guildhall as a vaccination centre and also mentioned that you are unable to walk down to the river from the roadside.
- Ema confirmed that it is possible to walk to the riverside.
- Anita mentioned that there were other places which could have been used as a vaccination centre such as empty shops in the town.

- Philip Bayfield explained that the NHS had received 3 months' notice and that empty premise in town had been examined for re-location but found to be unsuitable as there were no toilets etc, therefore the Guildhall was offered to them as a suitable location for a vaccination centre.
- Anita asked what would happen for the heritage weekend.
- Ema stated that the vaccination centre was in the Fermoy gallery so the Guildhall would still be opened.
- Philip Bayfield said there was a hope that the vaccination centre would not be needed by October or Christmas at the latest, however that King's Lynn has one of the lowest uptakes of the vaccination in the UK and so this should be more encouraged.
- Ema said that it was a positive, as more people are now visiting the Guildhall, some who may have never seen it before.
- Amanda Arterton regretted that it curtailed the meanwhile use so saw it as a positive that it was due to end.
- Philip clarified that the NHS were looking at something more permanent but that it is best left as it is at the moment.
- Ema asked what proportion of the Town Deal funding is being used for the Guildhall project.
- Jemma replied – £4.85million from the Town Deal, £3.3million from the National Lottery Heritage fund bid and £750,000 from the borough council.
- Anita asked when meanwhile uses was going to be discussed.
- Cllr Lesley Bambridge stated that there also needed to be visual arts.
- Anita mentioned that the buildings were currently full of rubbish and that these buildings should be utilised for something other than music and dance, art for example.
- Jemma responded to confirm that this is where the creative hub was proposed exactly for that purpose. FEI have just started their work and there will be more engagement coming up in which she hoped all would work together.
- Amanda told the group that the visioning for the site had been and gone and that the stakeholder group were not invited.
- Jemma explained that the visioning exercise was a session with the Advisory group and was to test whether the previous vision was still valid or whether it had changed given the change in project scope as it now encompassed the whole complex/site. It wasn't a public event and was specifically for the Advisory group.
- Anita clarified that a visioning session had occurred, and that the Stakeholder group was not invited.
- Jemma replied that it didn't require a public exercise, it was for key partners.
- Cllr Graham Middleton interjected. There needs to be a creation of a shared vision, there cannot be a plan that isn't liked by everyone but that it might not be 100% what everybody wants. He said that this opportunity was a once in a generation chance to create an arts centre complex repurposed for the next 33 years. This is the time for a cohesive plan and in order to get a shared vision, everybody needs to be involved. It will now be ensured that all partners have an equal say, however the

<p>Guildhall complex is for everybody and not just individual users, so it needs a creative combined vision.</p> <ul style="list-style-type: none"> • Cllr Middleton clarified that going forward everybody needs to be involved and that Jemma when she mentioned key partners, she was discussing the Borough Council, National Trust etc, the people who's name is on the bid. • Amanda clarified that the visioning exercise by the Advisory Group looked at what had been done before. • Cllr Middleton said that today's task was to look at the 'meanwhile' uses and this would be the task over the next 12 months. He mentioned that the deadline for spending the funding was 2026 and therefor as long as everything was successful, the group would need to consider 'meanwhile' uses for the next 5 years. • Colin asked why two separate groups as this creates 'Chinese whispers' when the two groups don't come together, and this creates issues. He believes two separate groups is a disaster. • Ema maintained that there should be two separate groups but didn't think everything should be scrutinised because of 'Chinese whispers'. • Tessa Mountain said that there is a lot of emotion and investment in the group, and this should be acknowledged. She asked how it would progress and whether the two groups would come together or remain as two separate groups. • Cllr Bambridge reiterated that the group shouldn't just be looking at uses just now but for the long term use also. • Tessa asked if it is for the community, how do they have their say? • Cllr Middleton said that everybody needed to move forward now in a positive way and that everybody needed to get on board as lots needed to be done. He said that bridges needed to be built so that people could move forward and today's session for 'meanwhile' uses will help. 	
<p>5. Meanwhile uses of the complex</p> <ul style="list-style-type: none"> • Jenny Caynes introduced herself to the group via MS Teams, she mentioned that there will be lots happening within the next 12 months and it was hoped that the Community and Stakeholder Group could consider the 'meanwhile' uses for the site, she gave a presentation and guided members towards questions on flip charts. • Cllr Middleton suggested that there were 2 groups answering the 5 questions. • The results of the group breakout discussion on meanwhile uses is in appendix A 	
<p>6. Any other business</p> <ul style="list-style-type: none"> • Cllr Middleton thanked everybody for their attendance, he suggested that the meeting had been productive. He said that all of the information gained would be collated and that another meeting would be organised in due course. • Cllr Middleton advised that members of the Advisory Group and the Stakeholder Group may change, but it was still being examined and who would be in the groups would be determined. • Andrew mentioned that he had 50 years of experience and offered his expertise. <p>Cllr Middleton closed the meeting at 15:55.</p>	

Appendix A: Results of 'meanwhile uses' discussion

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