

KING'S LYNN TOWN DEAL BOARD

MEETING MINUTES

Date Wednesday, 20 October 2021 14:00	Location Via Microsoft Teams
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Attendees	
Board Members:	Graham Purkins (Chair), Michael Baldwin (Deputy Chair), Lorraine Gore, Neil Gromett, Andrew Stevenson, Cllr Elizabeth Nockolds, Cllr Graham Middleton, Cllr Richard Blunt, James Wild MP, Simon Morris, Rik Martin, Carly West-Burnham (for Laura Skaife-Knight), Cllr Andrew Jamieson, Nova Fairbank, Robin Hanley, Vicky Etheridge, James Fowler, Alistair Cox
Officer Leads:	Duncan Hall, Jemma Curtis, Michelle Gant, Ged Greaves, Vanessa Dunmall, Bethany Rimmer (for Gareth Brown Mott Macdonald), Michelle Drewery, Vince Muspratt

Minutes	Actions
<p>1. Apologies</p> <p>Board Members: Cllr Stuart Dark, David Pomfret, Brendan Legrove, Frank Thompson, Laura Skaife-Knight, Max Winkler, Anita Jones, Ian Bloxham, Howard Martin, Tim Drew</p> <p>Officer Leads: Lisa Roberts, Sharon Clifton, Gareth Brown,</p>	
<p>2. Declarations of Interest</p> <p>G Purkins reminded all Board Members to submit new declarations of interest.</p>	
<p>3. Introduction - G Purkins</p> <p>G Purkins welcomed everyone to the meeting and informed the Board that Jim Major had resigned since the last meeting and thanked him for his help.</p>	
<p>4. Minutes of Previous Meeting - 25 August 2021</p> <p>The minutes of the meeting of 25 August 2021 were agreed as an accurate record.</p>	
<p>5. School of Nursing update.</p> <p>D Pomfret was not present but G Purkins highlighted that the link to the CWA press release on the School of Nursing Project was included within the meeting request.</p>	

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<p>6. Town Deal project Status Report</p> <p>J Curtis presented the slides that were circulated with the agenda and advised that this high-level summary will be updated and presented at each meeting.</p>	<p>JC</p>
<p>7. Town Deal Board Membership – Graham Purkins</p> <p>G Purkins thanked everyone who had agreed to be a member and supported the process to this point. A lot has been achieved since the start of working together (January 2020) but as the project moves into the next phase of delivery it is time to review the level of membership and representation on the Board in line with the Towns Fund programme guidance on Town Deal Board compositions. Board membership going forward will require commitment and active engagement to ensure the development of robust business cases that reflect wider stakeholder engagement feedback, local priorities and need. The Terms of Reference will be required updated to reflect the Board changes and clearly define the roles and responsibilities of the Board and the Council as the accountable body.</p> <p>G Purkins invited any member to contact him separately if they wanted a further discussion.</p> <p>The board agreed to endorse the restructuring of the Board Membership.</p>	<p>GP</p>
<p>8. Skills sub-group</p> <p>L Gore advised that David Pomfret had agreed for her to put forward his nomination to Chair the group in his absence.</p> <p>The Board agreed to elect David Pomfret.</p>	
<p>9. Town Deal Sub-groups feedback – Michael Baldwin and Vicky Etheridge</p> <p>Guildhall Project. M Baldwin advised that there is a new Advisory Board which is due to meet 3rd November. A consultant has been appointed for the business case and an interim creative director has been appointed. The National Trust are currently recruiting a Project Manager, the details are on their website.</p> <p>Public Realm & Repurposing Working Group. V Etheridge advised that the group had been for a ‘walkabout’ on the agreed priority route from the Rail Station to the Riverfront and took this opportunity to thank group members for their participation and enthusiasm. The next step is to develop the long list of interventions and priorities to assist with the decision making, a couple of meetings are scheduled within the next few weeks.</p>	

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<p>10. Communications and Engagement</p> <p>Michelle Gant presented a summary of the various public communications and engagement activities that are in progress and planned for the future.</p> <p>A question was raised around whether the use of digital communication could exclude participants but Michelle confirmed that there will be engagement to drive people into surveys although other options including hard copies will always be available via drop-in sessions and this will be publicised within all consultations.</p>	
<p>11. Any other Business</p> <p>None.</p>	
<p>12. Date of next meeting</p> <p>Wednesday, 17 November 2:00 – 4:00 pm via Microsoft Teams</p>	

Meeting closed at 15.10



VISION KING'S LYNN

Borough Council of
**King's Lynn &
West Norfolk**

