

KING'S LYNN TOWN DEAL BOARD

Date Wednesday, 1 st June 2022, 1:00 pm	Location Microsoft Teams
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Attendees	
Board Members:	Michael Baldwin, Rik Martin, Andrew Stevenson, Cllr Richard Blunt, James Fowler, Brendan Legrove, Lorraine Gore, James Wild MP, Cllr Graham Middleton, Cllr Nick Daubney, David Pomfret
Support Members:	Vince Muspratt, Michelle Drewery, Duncan Hall, Sharon Clifton, Alexa Baker, Ged Greaves, Geoff Hall, Mike Dowdall

Minutes	Actions
<p>1. Apologies</p> <p>Board Members: Graham Purkins, Laura Skaife-Knight, Lisa Roberts, Vicky Etheridge, Bishop Jane Steen</p> <p>Support Members: Hetty Thornton, Vanessa Dunmall, Jemma Curtis, Ceri Sumner, Michelle Gant, Ian Parkes</p>	
<p>2. Declarations of interest</p> <p>Declarations of interest were recorded for:</p> <ul style="list-style-type: none"> James Wild MP – Resident (in the area covered by the Riverfront project) David Pomfret – Principal of College of West Anglia (School of Nursing project) Michael Baldwin – Business owner (in the area covered by the Riverfront project) 	
<p>3. Introduction</p> <p>Michael Baldwin welcomed the board and advised that the meeting would not be a decision making one but more of listening exercise in preparation for the next meeting on 17 June.</p>	
<p>4. Minutes of previous meeting – 13 May</p> <p>The notes were agreed as an accurate record.</p>	

<p>5. Matters arising</p> <p>None</p>	
<p>6. Communications and engagement update – S Clifton/J Fowler</p> <ul style="list-style-type: none"> • Column published in YLP, shared on social media, which featured Brendan with ACC. Social media plan in place with content lined up for next 2 months, which will be updated on a rolling programme. • Press release sent out on reprioritisation. • Next column in Lynn news will be ACC but will focus on cycle pathway development element. • Business webinar for ACC - 15th June. • Brand Voice – any views on the statement to be emailed to James. • Would be helpful if all organisations could follow Vision KL on socials and share posts to increase the reach. Sharon can send any details for channels if required. 	<p>JC/SC</p> <p>ALL</p>
<p>7. Further revisions to Terms of Reference</p> <p>Alexa talked through the revisions to the Terms of Reference</p> <p>The Board agreed the updated Terms of Reference subject to two minor amendments.</p> <p>The Board also agreed that there will be no substitutions for Board members at meetings going forward.</p>	
<p>8. Levelling Up Fund (LUF) update including Southgates master planning and consultation</p> <p>Tom Rad - BDP, John Emsley - Evan Flow joined the meeting and presented the Southgates masterplan.</p> <p>The Board supports the proposal in general.</p>	
<p>9. Forward work programme</p> <p>Draft Business Case for Guildhall has been completed.</p>	<p>DH</p>

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Meetings to remain fortnightly, may be able to reduce frequency in September.	
<p>10. Facilitated session 17 June 2022</p> <p>Face to face meeting in Council Chambers.</p> <p>Session to focus on role of boards in the delivery stage, horizon scanning and the boards future engagement.</p>	
<p>11. Any other business</p> <p>a). Towns Fund Monitoring and Evaluation reporting (Exemption 3, document attached)</p> <p>To be signed off by M Drewery.</p>	MD
<p>12. A.O.B</p> <p>D Hall updated the Board on Shared Prosperity, an allocation of 1.8 million will be made to the Borough Council, an investment plan will need to be produced by July 2022 to submit to government. The Borough Council have engaged Metro Dynamics to assist with the investment plan. The Board will be invited to take part in the engagement and will receive a letter within the next few days.</p>	DH
13. Date and time of next meeting: 17 June	

Meeting closed at 15.25 pm