

# Minutes

**Meeting Title:** St Ives Town Deal Board

**Date:** 25<sup>th</sup> August 2020

**Time:** 16:30 to 18:30

**Location:** Microsoft Teams

**Chaired by:** Sarah Stevens

**Attendees:** Members: Andrew Baragwaneth (AB), Libby Buckley (LB), Steve Cross (SC – arrived 17:43), Neil Davis (ND), Tony Harris (TH), Ian McChesney (IM), Andrew Mitchell (AM – 18:08), Vanessa Luckwell (VL), Sarah Stevens (SS), Rowena Swallow (RS), Derek Thomas MP (DT – left 18:09), Gareth Tudor (GT – left 18:41)  
Officers: Beth Briggs (BB), Lucy Davis (LD)

**1. Apologies:** Poppy Naylor (PN), Linda Taylor CC (LT)

## Minutes

## Action

### 2 Minutes of Last Meeting

- Agreed as a true and correct record of the last meeting
- Matters arising:
  - 30 second introductory clips for social media – reminder to Board to each produce one.

ALL  
MEMB  
ERS

### 3 Declarations of Interest

- ND declared an interest in the community digital forum as he had submitted the proposal.
- RS noted that the community digital forum had a cross over with the CIC but that she would like to be able to comment in the interest of progressing dialogue.
- SS noted that DT had been approached to deliver on Bay to Bay scheme which might be discussed under Transport.

## 4 Project Proposals

### Overview project list and feedback from EoIs received on 11<sup>th</sup> August:

- LD noted that seven Expressions of Interest sent out with the fortnightly update, and thanked Members for feedback received to date.
- LD requested signoff from the Board on the recommendations made as to whether to accept each proposal.
- The Board indicated that they were supportive of LD's recommendations and were happy to agree them.
- LD noted that there were two proposals which were recommended not to take forward due to reasons outlined in summary document.
- LD noted that the review process was allowing for strategic fit to be considered and highlighted the synergies between the projects.
- It was noted that LD was feeding back to all project leads that this was an agreement in principle at this point and not a guarantee of inclusion in the TIP.
- It was agreed by the Board that LD feed back to the proposers as per recommendations outlined.
- LB flagged that the focus on mainly capital funding was not highlighted on the website. SS added that the agreement in principle (not guaranteed inclusion in TIP) should also be clearly highlighted.
- **ACTION:** LD to review website wording.

LD

### For agreement in principle to proceed:

#### Kids R Us

- This proposal had been circulated prior to the meeting, for consideration at the meeting.
- SS considered whether the proposer would be open to other groups using their space.
- GT noted the possibility of an auditorium on the school grounds and if that was something the proposer might consider.
- Questions around longevity and succession planning of organisation were raised.
- SS raised the possibility of links to further training in the arts. She also noted that match funding had not been addressed in the proposal and would like to see consideration of this.
- The Board agreed that this project should be agreed in principle, but with clarification on the above questions.
- **ACTION:** LD to feed back to Kids R Us with an agreement in principle but raising above questions/recommendations, encouraging them to

LD

consider longer term outcomes in terms of training and job creation potential as well as energy efficiency.

- The need to provide proposers with a timeline in terms of requirement to produce a business plan was also highlighted.
- The need to encourage proposers to highlight project outcomes was also considered important.
- SS highlighted the need for the Board to think about job creation and following up on such opportunities.

#### **Community Digital Hub:**

- ND reiterated his interest in this item and left the meeting for the duration of discussion.
- Documents had been circulated prior to the meeting.
- It was noted that fitted with the work of the Digital subgroup regarding a proposed physical presence of a digital hub in the town.
- IM commented that he would like to see some evidence as to success of previous projects of this nature.
- RS declared an interest in this item due to her involvement with the Workstation CIC and advised Members that similar concepts had been discussed within that group. She advised that the CIC had talked to ND and that the overlaps needed to be considered and further discussions were required.
- SS noted that she had raised possibility of an online platform to encourage connectivity with local shops, services etc. RS advised that Workstation CIC was already considering this. She noted that they and ND may have different but complementary ideas and that they were looking to collaborate to come up with the best approach.
- The Board agreed to agree this proposal in principle, with the recommendation of ongoing collaboration with RS and the Workstation CIC.
- **ACTION:** LD to advise ND of above feedback.

LD

## **5 Sub Group updates**

- **Housing**
  - AM advised that one application had been received with regards to the Guild Hall. More information was expected following consultation with Environment Agency.
  - AM advised that there was an ongoing discussion between Cornwall Council and the Rugby Club in terms of affordable housing creation.

- AB declared an interest as chairman of the Rugby Club and noted that he would be present at the meeting the following day.
- AM sought views from Board as to whether they felt the group should be actively seeking out sites for possible housing development.
- SS indicated that SC had been tasked with investigating this.
- There was a discussion around the acquisition of land and whether this would be an appropriate use of funds, as well as the possibility of a low-cost approach such as 'mini houses' or a 'rent plus' scheme.
- DT mentioned One Public Estate with the idea of encouraging development on public body land.

- **Culture and Heritage**

- LB advised that Leach Pottery had discussed potential collaboration with the skate park and Orchard as to how they could all work together, with visioning required.
- RS advised that discussions were ongoing with an umbrella approach regarding a heritage centre and finding or building the right space for the archive.
- Opportunity to acquire Lloyds Bank building was discussed.
- **ACTION:** SC to put RS in contact with owner to explore options.

SC / RS

- **Business and Finance**

- LT not present and it was noted that this group had not met recently.
- LD and RS noted overlap with Workstation CIC.
- LD noted that it was discussed from early on that some subgroups may be dissolved as things developed, and that the issue of business and finance came into all areas, so it was posed that it may be appropriate to dissolve this group. However, this would not be agreed in LT's absence.
- LD advised that the possibility of ringfencing some funding to give out as smaller business grants was being investigated. LD was seeking advice from Government as to whether this would be allowed and was awaiting a definitive answer.
- SS posed possibility of working with BID.

- **Transport and Energy**

- AB reported that this group was working on big ideas, rather than receiving individual projects to consider.

- AB noted the Bay to Bay cycle route which had great potential.
- AB had circulated a paper prior to the meeting regarding converting existing branch line into electric light rail cars for passengers and goods. The group considered that mix of the two should be minimised.
- AB also posed the potential of offshore wind or tidal power generation which the fund could potentially contribute to.
- Members of the group felt that these ideas were too large for them to progress as a group of volunteers and were looking for Cornwall Council to provide full time support in order for them to continue. He noted the expertise in the group but advised that they were not in a position to offer professional services.
- SS felt that the first step would be to establish interest from Network Rail as to their appetite for the scheme.
- SS noted that Martin Pemberton, a member of the subgroup had indicated did not feel it was his role, as a volunteer, to approach his contacts to discuss.
- TH confirmed he was able to approach his contact at Network Rail to discuss. He commented that this would be a transformational scheme and was keen to see conversations progress.
- DT noted he had agreed with AB to attend next subgroup meeting to assist with exploring options.
- SS advised that, having established appetite, additional support to progress the project from Cornwall Council/Arup.
- SS commented that all Board and subgroup members were volunteers who had opted to get involved and she hoped that they would be keen to use their areas of expertise to inform projects even if they were not in a position to drive them.
- It was noted that better understanding of the LEP strategy was required and SS had asked PN for more information.
- Members noted that it was key as part of the Board vision to understand how larger projects, which could not be wholly delivered by the Towns Fund, fitted with longer term/wider strategy and where inclusion in the TIP was appropriate.
- **ACTION:** TH and DT to attend next subgroup meeting
- **ACTION:** LD to invite Rebecca Lyle, James Hatton and Lesley Barlow from Cornwall Council to the meeting.

LD

- **Digital**

- ND advised that the group were looking at how to attract tech companies into the town and create jobs.

- Activities included:
  - Working with the school, looking at opportunities on site and working with school trust to produce a financial model.
  - Talking to PZ Town Deal regarding West Penwith Tech Cluster.
  - Working with RS and C&H subgroup and CMP on Heritage Trail to pull together projects and looking at educational tourism.
  - ND advised that the group had been approached by the Digital Transformation Project with the possibility of joining other Cornish towns to create a wider network. A meeting was being setting up to explore this.
  - Member of subgroup involved with superfast broadband project in Cornwall and was looking into possible involvement in 5G projects.
  - ND noted overlap with Workstation CIC and that conversations with RS and team were ongoing.
- **Young People**
  - SS noted that JB had stepped down as lead of this group due to other pressures, and GT had taken over the role.
  - It was noted that the next meeting of this group was the following day.
- **Food and Fishing**
  - Fishing: SS advised that the fishing cooperative had opted not to submit an EoI.
  - Food: SS advised that an EoI was forthcoming around a vertical farming proposal, which would have a connection with digital.
- **Communications**
  - LD noted that the Social media responses to date had been circulated with the agenda pack.
  - This provided an overview of what is coming in and was something Board members needed to be mindful of and consider as key to development of projects and TIP.
- **Subgroups:** LD commented on the possibly of switching from topic based subgroups to project based groups in order to progress projects for the TIP. LD noted that she would put a proposal together and circulate with the next Board update in two weeks' time.

## 6 Update on £500,000 Accelerator fund

- LD noted that this had been submitted and the submission had been shared in the agenda pack.
- LD advised that the decision date was pending and she would advise the Board as soon as a decision had been received.

## 7 Board applications

- SS advised that a Board application had been received from Gareth Jones who works for Live West. It was felt this was a relevant and important stakeholder to be involved.
- SS noted that she and LD had gone through the matrix scoring process which was available on SharePoint.
- It was proposed by SC, seconded by ND and agreed by the Board to recruit Gareth Jones to the Board.

## 8 Revised Workplan

- LD noted that an updated workplan had been circulated in the agenda pack.
- The deadline for receipt of EoIs was discussed with LD having suggested end of September in order have an overview of all projects, produce draft TIP for end of October and allow for the consultation currently booked in for mid-November.
- The Board agreed this timeline, subject to the visioning session taking place the following week.
- **ACTION:** LD to ensure the end of September deadline for EoIs was communicated on social media.
- The frequency of Board meetings was discussed and the requirement for more regular meetings in the lead up to the draft TIP being produced.
- It was agreed by the Board to move to fortnightly Board meetings in September and October.

LD

## 9 Budget Update

- LD advised that this had not changed from the previous meeting.

## 10 Any Other Business

- Letter and statement from Climate Action Group – SS proposed a separate meeting with subgroup leads to discuss and take forward.

## 11 Date and Time of next meeting

- Tuesday 8<sup>th</sup> September, 4-6pm.