



Minutes

Meeting Title: Truro Town Deal Board

Date: 9th April 2020

Time: 0930 to 1130

Location: Skype

Chaired by: Cllr Loic Rich (Interim Chair)

Attendees: David Rodda, Mel Richardson, Cllr Dulcie Tudor, Cllr David Harris, Cllr Rob Nolan, Cllr Bob Smith, Nick Seaton-Burridge, Roger Gazzard, Cherilyn Mackrory MP, Cllr Bert Biscoe, Alan Stanhope, Cllr John Dyer, Carole Theobald, Simon Hendra, Harry Pickering, Nigel Knuckey, Nigel King, David Krohn (part of meeting)

Apologies: Mark O'Brien, David Walrond, Glenn Caplin-Grey, Alun Jones

Minutes

Action

1 Welcome and Introductions

The interim chair welcomed everyone to the meeting and outlined how the Skype meeting would be managed. All were in agreement with this.

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Action

2 Code of Conduct

- The draft code of conduct was discussed with the following changes suggested: -
 - a) Paragraph 5 – change the reference to St Ives to Truro
 - b) Paragraphs 22 – 24 – it was felt by the board that as written this section did not make it sufficiently clear how the relationship between the Board and the Lead Council (as the employer of the Town Deal Lead) would operate in practice. DR was tasked to re-write to reflect the boards discussions and to agree the revised wording via email prior to the next meeting.
- Other than the changes outlined above the Code of Conduct was agreed.

DR

3 Terms of Reference

- The draft terms of reference we discussed with the following changes suggested:-
 - a) Item 5 – amend to reflect the view of the board that all decisions will need to be proposed and seconded and then be subject to a vote of the board. Decisions will therefore be made from a majority vote. In order to allow the board to be more agile in its decision making it was also suggested that the timescales involved for agenda items and calling papers be reduced to 7 days (for agenda items to be identified), 5 days (for calling papers to be issued) and 3 days (for AOB/urgent items).
 - b) Item 6 – amend the time required to call a special meeting of the board to 14 days rather than 21.
 - c) Annex 1 – Coverage map – DR informed the board that due to an oversight when drawing the coverage area that Boscawen Park was currently excluded. As this is a key green and community space for Truro it was felt that this was an omission that should be corrected.

DR

LR declared an interest at this stage of the meeting as Boscawen Park is in his ward). DK also declared an interest at this stage (he plays for a sports team that se the park).

It was felt by all that Boscawen Park should be included and DR informed the board that he had already discussed this matter with MHCLG and they are happy for the map to be corrected.

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A question was asked whether the coverage area needed to follow the shoreline around the river or could cut across the river to Lighterage Quay as it was felt that there might be some regeneration projects that whilst based on land may extend into the water.

It was proposed by LR and seconded by N King to seek clarification from MHCLG on this point and report back to the next meeting.

DR

- It was then proposed by BB and seconded by N King that subject to the changes outlined above the terms of reference should be agreed by the board.

4 Election of Chair and Vice Chair

- DR outlined a suggested process for electing the chair and vice chair of the board. This would include the following steps:-
 - a) A nomination form would be circulated to members seeking a proposer and a seconder for each nominee
 - b) Once these had been received DR would contact the nominees to ascertain whether they wished to stand and if they did to request a short “pen picture” that could be sent out with the voting form.
 - c) Circulate a voting form to members so that they could cast their vote for the chair and vice chair
 - d) Returned voting forms would counted by DR with the result being communicated to the board at the next meeting.
- BB Proposed and LR seconded that this process should be agreed and that DR should expedite the process asap.

DR**5 Appointment of Town Deal Lead**

- DR updated the board informed the board that the interview process had been successful and that subject to references Lucy Jones would be taking up the position at the end of April/early May.
- The board welcomed the appointment and requested that a CV for Lucy was circulated to the board.

DR

Minutes**Action****6 Update on the Towns Fund**

- DR informed the board that:-
 - a) further detailed guidance has yet to be issued by MHCLG but it has been confirmed that the Towns Fund is not going to be repurposed as immediate Covid 19 support funding.
 - b) it is likely that the Covid 19 outbreak will inform how the Towns Fund can be used as part of the medium term recovery phase of Government support and is therefore still an agreed policy priority.
 - c) timescales are likely to slip as many staff in MHCLG have been moved across to immediate Covid 19 duties. The advice is to carry on working to the agreed timescales and submit the TIP when ready.
- DK also commented at this point and reiterated that he was in post to support the Truro Town Deal Board in its work and would seek clarification on when further guidance would be issued.
- CM also stated that she would seek clarification from ministers over the timescales for issuing further guidance.

DR**CM****5 2020 Workplan**

- DR BB Proposed and LR seconded that this process should be agreed and that DR should expedite the process asap.

5 Date of Next Meeting

- **15th May 2020 – 0930 to 1130.** Venue likely to be via Microsoft Teams due to Covid 19 restrictions