



Minutes

Meeting Title: Camborne Town Deal Board

Date: 20th March 2020

Time: 0930 to 1130

Location: Skype

Chaired by: Cllr Dave Biggs (Interim Chair)

Attendees: David Rodda, Cllr Trevor Dally, Simon Caklais and Chloe Lorraine

Apologies: Glenn Caplin-Grey, George Eustice MP, Cllr Paul White, Samantha Hughes, Anna Pascoe

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Action

1 Welcome and Introductions

- The interim chair welcomed everyone to the meeting and as it was the first time the board had met in full he asked everyone to introduce themselves.

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2 Update on the Towns Fund

- DR explained that there had been no further formal guidance issued about the Towns Fund by Government. However, from his discussions with Government he could report that: -
 - a) The revised coverage map had been agreed
 - b) That Government would be looking closely at the processes involved in creating the Town Deal Board, its code of conduct, terms of reference, transparency, etc. Government would also be looking closely at the processes involved in creating the Town Investment Plan to ensure that it is both evidenced based and informed by extensive community consultation
 - c) The recruitment of the Co-ordinator is complete and Chloe Lorraine is due to take up the post of the 17th of April 2020

3 Private, Community and Voluntary Sector representation

- DR informed the board that they had received 6 EOI's and to balance the membership they needed to select at least 6 new members. If these could not be sourced from the EOI's then the board would need to consider operating a further EOI process or co-opting people onto the board to fill any identified skills or representation gaps
- TD declared an interest in that his wife had submitted an EOI as a voluntary sector representative. It was agreed that TD would remove himself from the Skype call whilst her EOI was discussed/scored
- Each voting member of the board was asked to give the scores for each sub category of the score sheet for each candidate. AP and SH submitted their scores prior to the meeting and DR fed these into the process. An average score was then derived as a consensus view of the Board
- These averages were then entered into the master score sheet by DR. The top 6 scores were then selected which resulted in the following people being invited to join the Camborne Town Deal Board: -
 - Justin Olusonde – Private Sector/Anchor Institution
 - Lauren Burt – Public Sector/Anchor Institution
 - Rose Goodship – Private Sector
 - Sue Bradbury – Private Sector
 - Tonia Lu – Private Sector
 - Val Dalley – Community/Voluntary Sector

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- DR was tasked to contact the successful candidates and invite them to attend the next meeting. He was also asked to provide them with a briefing prior to the meeting so that they came prepared.

DR

4 Next Steps

- In the absence of any formal Guidance from Government DR outlined his thoughts on how to proceed over the next few weeks, noting the potential restrictions that the Covid 19 outbreak might have on the process;
 - a) Proceed with the recruitment of the Co-ordinator asap.
 - b) To assist them in their work, and to be shared across the 4 towns, it was also agreed that administration support would be necessary and the cost of this would be met from the Capacity Funding budget.
 - c) Once in post the Co-ordinator should use all the available evidence, previous work (Neighbourhood Plan, My Town, etc) to develop a draft Town Investment Plan that can then be discussed at the May Board meeting.
 - d) Following this meeting comments would be considered, and a second draft produced for comment at the June Board meeting. Following this board meeting the draft of the Camborne Town Investment Plan would then be put out for public consultation during June/July/August with an aim for the final version to be ready for an October submission. What form this consultation will take will depend on how the Covid 19 outbreak develops but there was a firm commitment from the board to get it out as far as possible and to target specific groups (e.g. young people) to ensure that they can comment. The Board noted though that any document should only be submitted when it is ready.
 - e) DR also noted his hope that any expenditure outside the Co-ordinator, administrative support and consultation costs could be kept to a minimum so that most of the budget can be used to support the costs relating to the individual business cases that will be required for each project in the Town Investment Plan. The board agreed with this approach.
 - f) The board requested an outline workplan and budget (that they can approve to allow day to day expenditure to begin where necessary) and a communications plan to be tabled at the April Board meeting for ratification to provide an agreed structure to the work.

DR

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- The need to hold virtual meetings was discussed and DR agreed to schedule future meetings via Skype (or alternatives) for the foreseeable future. Cornwall Council only has access to Skype so this would be the preferred route. If members do not have Skype it is possible to dial into the Skype meeting for a voice call and this would be explained in the calling papers for the next meeting.

5 Date of Next Meeting

- **24th April 2020 – 0930 to 1130.** Venue likely to be via Skype/teleconference due to Covid 19 restrictions