**MINUTES**

**carlton town board MEETING**

**Wednesday 10 July 2024, 17.00, Carlton le Willows Academy**

**Present:**

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| Board Members (voting): | Sir John Peace CVO CStJ | Chair |
| Candida Brudenell | Retired. Formerly Assistant Chief Fire Officer at Notts Fire & Rescue Service, and Assistant Chief Executive and Corporate Director for Strategy and Resources at Nottingham City Council |
| Cllr John Clarke MBE | Leader of Gedling Borough Council |
| Dawn Edwards | Director, Challenge Consulting and Area Leader for the Federation of Small Businesses |
| Val Green MBE | Founder and Member of Carlton Hill Community Action Group |
| Nathan Kenney | Director, Mapperley All Stars |
| Paddy Tipping CBE | Non-Exec Director of Notts Healthcare Trust, Chair of East Midlands LIFT Companies, Board Member of Framework, Chair of Notts Community Foundation |
| Other Partners: | Joelle Davis | Group Manager Growth, Infrastructure & Development, Notts County Council |
| Peter Gaw | Chief Executive, Inspire |
| Melanie Phythian | Deputy Area Lead, Notts of Cities and Local Growth Unit, MHCLG |
| Gedling Borough Council Observers/  Support: | Mike Hill  Tina Adams  Mike Avery  Rob McCleary  Tanya Najuk  Natalie Osei  Maria Ziolkowski | Chief Executive  Section 151 Officer  Director of Place  Communications Manager  Assistant Director Housing, Growth & Regeneration  Legal Services Manager  Executive Assistant (Minute taker) |
| Mutual Ventures: | Mark Bandalli  Gill Callingham | Project Director  Three-Year Investment Plan Lead |

**Apologies:**

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| Board Members (voting): | Dr Ian Campbell  Stella Clarke  Cllr Keith Girling  Michael Payne  John Taylor  Representative | Senior Partner, Jubilee Park Medical Partnership  Youth Mayor  PFH Economic Development and Asset Management, Notts County Council  MP for Gedling  Planning and Property Consultant, Entente/Purico Ltd  Office of the Police & Crime Commissioner |
| Board Members (non-voting): | Claire Ward | Mayor, EMCCA |
| Other Partners: | Lynne Sharpe | Associate Director of Estates, Nottingham and Notts NHS Integrated Care Board |

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| 24.001 | **introduction and apologies** |

Introductions were made and apologies noted.

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| 24.002 | **project governance** |

Key points of discussion:

* It will be a matter of course that board members will declare conflicts of interest at the start of each meeting.
* Register of Interest documentation was circulated, and it was noted that there was a missing appendix relating to expenses. Electronic copies of the documentation were available if required.
* It was important that each of the meetings were quorate.

The proposed Terms of Reference were unanimously agreed.

**Action: Board members to present any questions and return Register of Interests documentation to Natalie Osei within 28 days.**

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| 24.003 | **Appointment of advisors** |

Key points:

* A Council officer confirmed the procurement exercise for the advisors had been carried out through a compliant framework.
* It was confirmed that rather than appointing a project manager at this stage, Gedling Borough Council officers would be providing support to the programme and an appropriate charging regime had been proposed which reflected that some Council resources may have to be backfilled while officers are supporting the programme. The Chief Executive advised that for the purpose of transparency, a summary of work undertaken by officers in relation to the programme would be presented to the Board every other meeting.

The appointment of Mutual Ventures as advisors to the programme was unanimously agreed.

The Council’s charging proposal was unanimously agreed.

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| 24.004 | **carlton town boundary proposal** |

Key points:

* + - The recommendation was to enlarge the boundary to include Mapperley at its northern point and Netherfield Lagoons at the southern extent. The proposal also aimed to include whole borough council electoral wards (the original boundary outlined by the government only covered the urban area and so some part wards had been included). Paddy Tipping declared an interest here as he is a Trustee of the Lagoons.
    - If the proposal was agreed the new boundary would have to go back to the government for approval. Melanie Phythian advised the Board that she didn’t feel this presented a problem as the proposal appeared to be within the spirit of the programme.
    - Val Green gave a number of reasons why she supported leaving the boundary as originally outlined and requested the decision be deferred. It was, however, advised that the decision had to be taken before making the determination of the plan.
    - Other Board members expressed they were full supportive of the extension to avoid limiting future decisions.
    - Sir John asked Val Green to join him on his proposed walk around the area.
    - Discussion followed regarding the renaming and branding of the programme away from “Carlton” to avoid the public’s confusion.

The Board agreed to the extension of the boundary with 6 votes for, and 1 vote against.

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| 24.005 | **overview of mhclg long term plan for town guidance** |

Key points:

* + - The driver for the programme will be public opinion, with priority weighting given to local views. Public consultation process will start on 15 July. Board engagement with the consultation was extremely important.
    - Central government doesn’t want to guide local people by saying what they should be asking for and have set no performance parameters. However, it was noted that the new government could introduce these. The Chair advised the Board should be setting its own performance indicators.
    - Responsibility for spending the funding lay clearly with the Board who had to adhere to a split of 75% capital and 25% revenue spend. It was also noted that borrowing could be made against the capital split of the funding and that unlike the Shared Prosperity Fund, the funding would not be lost if it wasn’t spent each year. The Council’s Section 151 Officer offered to circulate a note to Board members giving them a view of what would count as a capital and a revenue spend.
    - The amount being “top-sliced” by the government would be used to set up a Task Force who would provide ongoing support throughout the 10-year period.
    - The Board will develop a 10-year vision and a 3-year investment plan which must be submitted to MHCLG on or before 1 November 2024.
    - It was important that there was at least one project for each of the three themes – Safety and Security; High Streets, Heritage and Regeneration; Transport and Connectivity.

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| 24.006 | **local challenges and opportunities** |

Key points:

* + - Work done by Mutual Ventures so far had identified some themes:</AI11>
      * Improvements to local parks/recreation areas/nature reserves
      * Antisocial behaviour issues inc. shoplifting and car racing
      * Poor roads and flooding in employment corridor
      * Poorly performing shopping areas
      * Lack of connectivity and accessibility (paths, tram, rail and road)
      * Lack of visitor economy/heritage
    - Board members mooted potential opportunities:
      * Access improvements to Carlton Recreation Ground
      * Carlton Square
      * Extension of the tram (in the longer term)
      * Fourth Trent crossing (in the longer term)
      * Lambley Lane site for 3G sports pitch provision
      * Encouraging further education to the area
      * Colwick Industrial Estate
    - The Chair believed the Board needed to consider what would benefit the community in 5-10 years’ time, what would need to be done to keep young people in the area, what would really be needed rather than what would plug gaps that can only currently see. All of this required vision.
    - The Board considered what the area’s strengths and assets are:
      * Bus service
      * Brickyard
      * Variety of wildlife still living in the urban area
      * Railway at Netherfield
      * Gravel pits
      * Lace and stocking making

**Action: Tanya Najuk to set up a shared drive to act as a repository for ideas.**

**Action: Val Green to send Mark Bandalli a link to Notts Wildlife.**

**Action: Tanya Najuk/Candida Brudenell to discuss communications with Mutual Ventures outside the meeting.**

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| 24.007 | **consultation exercise** |

Key points:

* Communications should explain what “Carlton” means in terms of this programme.
* The Board agreed the term “Greater Carlton” would provide more suitable branding for the programme.
* Consultation should be as inclusive as possible and take account of not everyone will want to go online to share their views.
* Engagement events were being scheduled.

**Action: Everyone to circulate details of the consultation to their contacts.</AI11>**

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| 24.008 | **any other business** |

A suggestion was made for the next meeting to consider what powers are available to the Board.

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