

ShIPLEY Town Deal Board Meeting Notes

23rd February 2023, 5pm-7pm (Teams)

Attendees:

Adam Clerkin (Chair), Cllr Alex Ross-Shaw, Cllr Mike Connors, Dom Pix, Anne-Marie Woolham, Peter Walker, Philip Davies MP, Joy Hart, Barry Cooper, James Skirrow, Angela Hays, Soo Nevison, Di Bird

Apologies Anthony Burnham, Angela Blake

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<p>Housekeeping – Apologies, Minutes, Actions, Declarations of Interest</p> <p>Minutes from the previous meeting were accepted as true record.</p> <p>No specific Declarations of Interest were made.</p>			
2	<p>General Update</p> <p>Sustainable Community Hub GFA at legal review College GFA – first draft is being reviewed – expect to complete by end March</p>			
3	<p>Project Spotlight</p> <p>Project B Town centre and infrastructure improvements</p> <ul style="list-style-type: none"> • Walkabout / Site visit took place on 2.2.23 • Documents can be shared with Members – note draft concept only • Shipley toilet project – builders to be appointed <p>ShIPLEY Enterprise Hub</p> <p>Peter Walker, Development Officer Information & Digital, Place presented slides outlining the project</p> <ul style="list-style-type: none"> • We will upgrade the exhibition space in Shipley Library to create a small business enterprise hub, offering resources and advice to business start-ups. The space will also be used to showcase local entrepreneurs and small businesses. 		Project owner / TF team in conjunction with architect	

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	<ul style="list-style-type: none"> Funding will be used for acquiring equipment, resources, and refurbishment and for a dedicated member of staff to set up and embed the hub and train existing staff. The library is a key landmark in our community. These upgrades will not only enhance its ability to support businesses and local people, but will also help drive more people back into our town centre. 			
3a	<p>Monthly Progress reports</p> <p>The reporting process was described – with the associated reporting templates displayed. The members agreed this was a useful piece of understanding of the role of the TF Team and the Accountable Body.</p> <p>The March 31st Progress report will be discussed prior to submission (June) to DLUHC.</p>			
4	<p>Terms of Reference</p> <p>Action remains Accountable Body to redraft in conjunction with the Board members who volunteered to refresh the ToR.</p>			
7	<p>Future Meetings</p> <p>Next meeting 16.4.23</p>			
8	<p>AOB</p>			

Date of the next meeting: 16.4.23