

STAPLEFORD TOWN FUND EXECUTIVE BOARD

Wednesday 7th March 2025 at 10:00 am
Council Chamber, Beeston Office

PRESENT:

Councillor Stephen Jeremiah (SJ)	Stapleford Town Council
Elaine Bell (EB)	Sewing Bee
Keith Brown (KB)	Concept Painting Contractors
Melanie Phythian (MP)	Town Fund Policy Advisor
Ruth Hyde (RH)	Broxtowe Borough Council
Zulf Darr (ZD)	Broxtowe Borough Council
Paul Sweeney (Vice Chair) (PS)	Robert Ellis Estate Agents
Joelle Davies (JD)	Nottingham county council
Jonathon Little (JL)	Broxtowe Borough Council
Councillor Richard MacRae (RM)	Broxtowe Borough Council
Councillor John McGrath (JM)	Broxtowe Borough Council
Councillor Ross Bofinger (RB)	Broxtowe Borough Council
Barbara Demetriou	Archmedia Accounts
Jan Goold (JG)	Volunteer sector

OBSERVERS

Faustina Graca (FG)	Broxtowe Borough Council
Ryan Vaughan (RV)	Broxtowe Borough Council
Stuart Baird (SB)	BakerBaird
Elizabeth Cooper (EC)	Broxtowe Borough Council
Leslie Ayooua (LA)	Parliamentary assistant for Juliet Campbell

APOLOGIES:

Juliet Campbell (JC)	Member of Parliament for Broxtowe
Sue Paterson (SP)	Voluntary sector
Ian Jowett (Chair)	WMD Ltd
Tom Spink (TS)	MyPad

	ACTION
<p><u>Welcome and Introductions (Chair)</u></p> <p>Vice Chair Paul Sweeny welcomes everyone to the meeting.</p>	
<p><u>Apologies of absence (Chair)</u></p> <p>Vice Chair Paul Sweeny states apologies for absence were received and noted for Ian Jowett and Sue Paterson. In the absence of Ian Jowett, Paul Sweeny will take on the chair for the meeting.</p>	
<p><u>Agree Minutes of previous Meeting (Chair)</u></p> <p>Board in agreement of the last meeting minutes.</p>	

	ACTION
<p><u>Procedures (Chair) – a) declarations of interest, b) membership, c) code of conduct, d) website profiles</u></p> <p><u>Declarations of interest (Vice-Chair)</u></p> <p>KB declares interest as they have been appointed for the works of the Community Pavilion and are tendering for Pencil Works.</p> <p><u>Membership</u></p> <p>DH explains the procedure for the appointment of a new member to the board Ian Hutchinson instead of Jan Goold.</p> <p>RM raises the possibility of having Jan Goold stay on the board and have Ian Hutchinson appointed.</p> <p>RM continues to praise the commitment Jan Goold has for the local community and her efforts and experience would be great to keep on.</p> <p>JG commits to saying that she would like to remain on the board if possible.</p> <p>PS confirms that it is a possibility to have both members within the Voluntary sector.</p> <p>IH reviews his input to perusing active travel and cycling expertise with notable success in getting funding from Cycling UK to fund local cycle group intuitive. He a local and has worked within Stapleford to further cycling as leisure not just commute.</p> <p>Decision: Vote to keep Jan Goold and have Ian Hutchinson Appointed to Executive board – Agreed</p> <p>JD raises issue around having Nottingham County Councillor on the board after the election, this should be reviewed at next Executive board.</p> <p>Action: Revisit board membership after elections.</p>	<p>IJ/JL</p>
<p><u>Communications and Publicity Update (BakerBaird – SB)</u></p> <p>SB discusses that the leaflets are going out week commencing 10th March, it provides a good review of the achievements and what is to come.</p> <p>SB continues to state that updates on Hickings lane regarding the AGP and MUGA starting work, noticeable decrease in negativity online possible due to the progress being made. And redoing a video to be published alongside the leaflet.</p>	<p>SB</p>

	ACTION
<p>MP states that the leaflet was shared with other towns deal as a great example for publishing updates of the projects.</p> <p>RB questions regarding negative comments online and that he had noticed increased regarding the trees and that the main issues were around the timescale regarding the replacement of trees. RB asks if it's possible in future updates that small summary and timescales would help alleviate this issue.</p> <p>FG confirms that the trees will be replaced after the completion of the building and that in future comms regarding tree removal we look to do this moving forwards. In regard to trees removed on Hickings lane these were part of Parks department therefore not in relation to the building and from councils understanding these were diseased trees similar to that on Victoria street.</p> <p>JM asks if in future updates of the town deal we can incorporate children into the events and promotions as these are the individuals going to be benefiting from the changes.</p> <p>Action: Inclusion of children into public events and promotions</p> <p>Action: Any Future tree removal comms to state timeframes of tree replacement.</p> <p>Action: Distribute material relating the current tree removals of trees on Victoria street for public viewing.</p>	
<p><u>Community Pavilion</u></p> <p>Main build</p> <p>EC reviews the build programme is progressing well and that walls and concrete base of the building are in place. GEDA have refreshed the fire strategy with slight amendments to ground floor design as per guidance of delivery board. Mechanical and electrical contractors are in site and windows and lights will be looked to be installed shortly.</p> <p>EC also refers to design changes of roof terrace which is future proofing the site for it but not to be included into the current programme of works, the design has no effect on the timetable of build.</p> <p>EC mentions that the cycle path around the site which replaced the MUGA within GEDA contract is still under discussion regarding the price.</p>	EC/RV

	ACTION
<p>RM raises concerns over installation of glass as vandalism or damage to the glass could occur, is there any way for these to be boarded up while the building is in work.</p> <p>EC replies stating that the site is secure but we can look at proposals to cover the glass screens.</p> <p>Football Foundation, AGP and MUGA</p> <p>EC explains that council now in contract with McArdles for the pitch work with them starting on site week commencing 10th March with expected completion 12th September 2025. Council is working with STFC regarding the pitch delays.</p> <p>EC continues to explain that access to the park should not be prevented and that current existing CCTV on GEDA site won't be turned off.</p> <p>JM states that the council should be proud of the works as the youth are most likely to benefit but also older generations with walking football and the other elements to the building. Promotion of these other elements would be good to make the building more inclusive.</p> <p>EC confirms that more promotional events will be released and include these ideas.</p> <p>Youth Services</p> <p>RV explains that the Youth services were provided a budget of £60k for refurbishment works, they had originally provided a figure of £54k based off a similar site. However new adjusted figures that have been costed for have come back £50k over budget totalling £104k.</p> <p>RV mentions that Council have asked if it's possible that Youth Services/NCC could be able to cover the remaining costs of the works. Options look at them providing match funding of £40k, in addition option of decreasing the scope of works.</p> <p>RM asks if it's possible to see a breakdown of the costs for investigations into that valuation as it would be a shame not to be able to move forward with the works.</p> <p>RV affirms that they had provided a good breakdown of costs however it was not questioned that they would be poor value for money as they were the same contractors of the Library Learning facility.</p> <p>Action: provide breakdown of the costs with possible negotiations with regard to de-scoping the works.</p>	

	ACTION
<p>Cricket Relocation</p> <p>RV explains that current expected construction to start from April, although this is weather dependant and given the sites notoriously bad for mud its likely to be later and best expect June with a 8 week construction period. Local cricket club won't be able to play on this season however could train with new cricket nets.</p> <p>RV continues stating that a process for the appointment of architect is underway for permanent pavilion. In addition, that investigations are taking place for grant funding applications to part fund this project.</p> <p>JM states that it's great for the cricket club and it would be good to provide links to schools for the pavilion.</p> <p>RB raises the question regarding the local football club and whether they could have input into the building.</p> <p>RV confirms that talks with them have been underway and their requirements for the pavilion.</p> <p>PS raises the option of having more PR around the opening and having famous cricketers involved.</p> <p>FG affirms that comms regarding the site will be as much as other projects.</p>	
<p><u>Active Travel</u></p> <p>Albany School crossing and associated infrastructure</p> <p>RV reviews the current works on Pastures road regarding Albany school crossing, discussions with VIA/NCC regarding them doing works that will complement the path would be preferential although they not able to commit any funds at this current time. This scheme is currently being done through a service level agreement with NCC to commission VIAEM to conduct the works, aims to get it completed by Autumn.</p> <p>RM asks about progress on the road down the side of Old Mill</p> <p>RV affirms that its completely unknown who owns the land and that its currently got no registered known owner, investigations still to take place.</p> <p>JM confirms that Derby road resurfacing budget has been confirmed.</p>	RV

	ACTION
<p>Meadow View Cycle Path</p> <p>RV explains the current route connecting Mills Road to Pastures Road Rec ground which is still in design phase, discussions with Environmental Agency had shown its feasible although they had stipulations on the designs which will be incorporated.</p> <p>RV reviews that issues are on maintenance on both EA and Public right of way which are concerned with maintenance of bridge, alternative options provided is one that goes along the whole flood bank and exits onto Moorbridge lane at a less dangerous location. This is not desired as Council wants to link into the works on Pastures Road Rec ground. The design will look to have both options worked up for cost effective approach.</p> <p>DH affirms that this scheme looks to provide a safe route from that connects Hickings lane, Albany school, Pasture road, and links into Erewash trial.</p> <p>Stapleford Cycle hub</p> <p>RV provides overview of the Stapleford Cycle hub and that in its current form is not financially sustainable, this is due to demographics as on alternative locations bike sales were higher than they are in Stapleford. Their current approach is to look at Grant funding as a long term solution although this has underlying issues of risk.</p> <p>RV affirms decision that Board approves funds to support the hub for the next financial year with the council taking a much more hands on approach.</p> <p>RM states that its really good location and that towns deal should continue to support them and help develop their business case.</p> <p>IH mentions that its possible to make the hub sustainable and that it would need more hands on involvement.</p> <p>RH mentions that comms promotion would be a good start to investigate and that is something the council can aid in doing.</p> <p>FG confirms that 1243 bikes have been repaired since it opened.</p> <p>Decision: To continue to support Stapleford Cycle hub for next financial year with more council support in developing business case. – Agreed</p> <p>Cycle hub – Vision Impaired Improvements</p>	

	ACTION
<p>RV mentions that a local resident who works with vision impaired individuals such as younger children of which some of local to Stapleford have reached out and saw that the Cycle training track has potential for some minor adjustments to make it a good location to teach younger kids.</p> <p>RV states that Council have already reached out to contractors to provide initial quotes for the works which came up to £30k, these have been arranged into options which can be worked up to for proposals.</p> <p>RV explains some of the works look at adding tactile paving, crossing lights with boxes, raises kerbs, lane separation.</p> <p>RM says that comms need to talk about these improvements and that should thank the local residents.</p> <p>IH says that bike ability trust for learning to cycle is an ideal option as well for funding.</p> <p>Decision: Grant funding for the Cycle training track improvements - Agreed</p> <p>MP also states that's its possible to contact Mysite Charity as they could also be an option.</p> <p>PS asks if there is power on site</p> <p>RV confirms that there is no power and that the lighting boxes were looked at being contained system with solar power.</p> <p>PS asks if this is possible then the inclusion of CCTV would also be a good idea.</p> <p>RM asks if its possible to have bins moved to prevent rubbish being thrown around the local area.</p> <p>Action: Discuss bin movement with Parks department</p> <p>Skate Park</p> <p>FG reviews that the Landfill Communities fund will get back to Council in March regarding the reward of potential £100k for the Skate park.</p> <p>FG continues to mention that Canvas Space is the current contractor to be appointed and will design and build the Skate park. Pubic event will be held in spring with Canvas and Skate Nottingham using it as an opportunity to get locals views on the design.</p> <p>FG further mentions that Canvas have been asked to quote for the path reworks around Pastures Road Recreation ground and to include</p>	

	ACTION
<p>skateboarding elements around the path with the further stipulation of installing a ramp to the north side of the site to allow wheel access.</p> <p>FG explains that the completion is expected August 2025 to fall outside of the football season which aims also to improve the current pavilion storage at the back of the site.</p>	
<p><u>Street Improvement Scheme</u></p> <p>RV reviews the current Streetscape study that looks at improving Derby road street furniture through creation of a theme to be developed by Broxtowe Borough Council and Stapleford Town Council. This is will be investigated at a later date once the theme has been decided and funding can be identified for this.</p> <p>Walter Parker VC Memorial</p> <p>RV explains that the current issues around procurement have hit standstill as VIAEM provide costs above budget, within this there is a desire for a more community driven design process which is not expected VIAEM have the capacity to do. In addition, the process this would look to appoint architect/landscape artist to take over the design process.</p> <p>RV explains there is still questions over the contractor who would take over the works and ideas ranging from open tender route or exploring having main contractor of the Pencil take over the works in effort to find cost savings.</p> <p>RV identifies that the timeframes for the works are to change to take works after November remembrance service and that this allows for a lengthy consultation period before and after Election period.</p> <p>JM agrees that an involving the community groups and children and that getting a landscape artist would be of preference.</p> <p>RM asks if that the consultation goes through Broxtowe Borough Council not NCC.</p> <p>JL confirms that its Broxtowe Borough land and therefore Council will move forward appoint of landscape artist and would be the ones engaging with local community.</p> <p>FG explains that a similar process took place with the Pencil works although this would be more extensive. The reasons for keeping VIA were merely the land adoption issues.</p> <p>JM raises issue of having Stapleford Town Council paint the site in the meantime.</p>	RV/FG

	ACTION
<p>FG confirms that any changes to the site before the November Remembrance can take place with no issues.</p> <p>Decision: Move forward with appoint of landscape architect – Agreed</p> <p>Derby Road Carpark</p> <p>FG affirms that final elements of the carpark are being put in place such as pay machines, EV chargers won't be in place as council has a broader plan for implementation of EV chargers. The expected opening date is the week commencing 17th March. A opening statement will be released online.</p> <p>FG further states that there is a hope to have Carpark scratch cards rolled out at same time.</p> <p>JM mentions that it would be good to have the scheme rolled out at the same time.</p> <p>EB questions the £15 for over six hours, and that currently the scratch card system operates for 3 hours, is their any changes that can be made to amend this.</p> <p>FG affirms that the charges are within internal car parking team and the council board decision has been made recently.</p> <p>RH asks if its possible to have the scratch card scheme resolve some of these issues.</p> <p>JL mentions that there is a review of the system for the 25/26 year so it can be looked into.</p> <p>Action: Investigations into the scratch card adjustments.</p>	
<p><u>Pencil Works</u></p> <p>FG affirms the appointment of GEDA for the Pencil works as contractor, contract is expected to be signed in March April with them expected to be on site in May.</p> <p>FG reviews enabling works which was trial holes but more prominently the removal of trees which has been shared with Executive board and Councillors. As previously discussed comms for this could have been better. It did include more trees that originally expected with 3 coming out for the main works and further 10 coming out for Ash Dieback disease. The positive note is that remaining trees at the back of the site were Ash trees and had not contracted the disease.</p>	FG

	ACTION
<p>FG confirms that a evaluation of the business case to ensure that its operating economically sustainable on it opening.</p> <p>RM asks that when information regarding tree removals in the future that councillors be sent the information about replacement of trees and brief summary of the reasons for removal.</p> <p>Action: generate a report about the replanting and replacement of trees</p> <p>FG mentions that the current replacement of notice board is being investigated for new locations.</p> <p>JM mentions that there was a mess from contractors of the tree removal.</p> <p>FG confirms that she was made aware of this and will look to make a point to contractors who are expected to be on site again to remove the stumps.</p> <p>FG continues with options of hoarding for the site and the costs of the hoarding shown is roughly £8k.</p> <p>DH affirms that its important to provide a visual representation of what is going there such as the replacement of trees in addition history of Pencil works. This is going to be in place for year so its best to make it look as appealing for local residents.</p> <p>FG affirms that Council will revisit costs and options for these hoarding.</p>	
<p><u>Town Centre Recovery Grant Scheme</u></p> <p>FG explains that Executive board had approved the use of remaining funds from the Town Centre Recovery Grant scheme to fill gaps within UKSPF funds for Stapleford. Out of 10 business 1 had withdrawn, 6 funded through UKSPF and 3 got funding from this scheme with a £17,792.88 spent in full meaning a remaining budget of £35,407.12.</p> <p>FG mentions new proposal to take this remaining funds to allow Chair, Vice-chair and Section 151 officer the delegated power in efforts to resolve dilapidated buildings within Stapleford High street.</p> <p>JL explains that this is a new initiative that on 12 local councils have been provided this power of High street rental auctions.</p> <p>SJ expresses his support for the decision</p>	FG

	ACTION
<p>JL mentions that press releases and leaflets being delivered to business regarding these new powers.</p> <p>Action:</p> <p>Decision: The board should give the Chair, Vice-chair and Section 151 Officer the delegated power to use the remaining Town Centre Recovery Grant funding and similar funds to support the resolution of the dilapidated shops in Stapleford High Street. Including supporting the High Street Rental Auctions.</p> <ul style="list-style-type: none"> - Agreed. 	
<p><u>Programme issues (Risks/Budget/Timelines)</u></p> <p>RV explains the changes in spend from last Executive board which changes in Street improvement scheme and Enterprise hub being the notable differences.</p> <p>RV reviews that at current committed spend sits over 50% with the Pencil works soon to go into contract this could move up to 75%.</p> <p>FG confirms that £800k of the Active travel budget has been re-profiled for after the March 2026 deadline as a precaution and that this has been approved. It's still the aim to have the funds allocated before this deadline.</p>	RV
<p><u>AOB</u></p> <p>FG mentions that councillors or anyone of the Executive board are free to take available leaflets for distribution.</p> <p>MP confirms that due to her department being disbanded in March that she will no longer be able to attend meetings on behalf of the local funds within Nottinghamshire. She affirms her gratitude and praises the work the board has been able to achieve.</p> <p>Entire board expresses their thanks for MP in her efforts in promoting and supporting Stapleford Towns Deal.</p>	
<p><u>Date of next meetings</u> (Chair)</p> <p>The following meeting has been scheduled in the Council Chamber, Beeston Offices unless otherwise advised.</p> <p>Friday 6th June 2025 10:00am</p>	ACTION