

Newark Town Board - Executive Board

Wednesday, 9 April 2025 at 10.00 am

Virtual Meeting – Online Only

You are hereby requested to attend the above Meeting to be held online on the date mentioned above for the purpose of transacting the business on the Agenda as overleaf.

If you have any queries please contact Helen Brandham on
helen.brandham@newark-sherwooddc.gov.uk.

AGENDA

	<u>Page Nos.</u>
1. Apologies for Absence	
2. Declaration of Interests	
3. Minutes of Meeting held on 14 February 2025	1 - 6
4. Chair's Welcome	
5. Plan for Neighbourhoods (PfN) Report	7 - 14
6. Any Other Business	
7. Date of Next Meeting	
24 April 2025 @ 2pm	

Agenda Item 3

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Newark Town Board - Executive Board** held online on Friday, 14 February 2025 at 10.30 am.

PRESENT: Louise Casey-Smith Newark & Sherwood CVS (Co-Chair)
Penny Taylor Lincoln College Group (Co-Chair)
Tony Aspbury Newark Showground (Vice-Chair)

Dawn Campbell	Newark Town Council
James Carpenter	BB Mortgages
Rowan Cozens	Newark & Sherwood District Council
Neil Cuttell	Newark & Sherwood District Council
Joelle Davies	Nottinghamshire County Council
Insp. Charlotte Ellam	Nottinghamshire Police Authority
Matthew Gleadell	Newark Town Council
Sarah Husselbee	Newark & Sherwood District Council
Sanjiv Kohli	Newark & Sherwood District Council
Matt Lamb	Newark & Sherwood District Council
Anna Lawson	Newark Town Council
John Robinson	Newark & Sherwood District Council
Kathryn Sharp	Environment Agency
Rosemary Thompson	Historic England

APOLOGIES FOR ABSENCE: Andrew Fearne St. Mary Magdalene with St. Leonard
Robert Jenrick MP for Newark

2 DECLARATION OF INTERESTS

None submitted.

3 MINUTES OF MEETING HELD ON 4 DECEMBER 2024

AGREED that, subject to a minor amendment to Minute No. 5 – Future Capacity Funding Direction, the Minutes of the meeting held on 4 December 2024 be accepted as a true record.

4 CHAIR'S WELCOME

The Co-Chair, Penny Taylor advised that the Project Manager funded through Long-Term Plan for Towns Fund (LTPT) capacity funding had been appointed and would take up the post on 21 April 2025. A student had also been appointed to support the marketing of the project. She added that a consideration for the future was the recruitment of apprentices and people from the Newark area.

5 GOVERNMENT UPDATE

The Business Manager – Economic Growth & Visitor Economy advised that he had recently met with civil servants and that updated guidance relating to LTPT is expected soon. Once received this would be shared with the Executive Board and

it was likely that any plans would need to be submitted by the end of the calendar year with the first tranche of delivery funding being scheduled for 1 April 2026. This allows a period of 8-9 months to develop the plan and make any potential changes as a result of expected updated guidance. He noted that there was an expectation that there would be ongoing community consultation.

6 PROJECTS UPDATE

Stodman Street

This project is now underway with Construction ongoing and an anticipated date of third week of March 2026 for completion. This will provide 29 rental residential units and 2 retail units. Marketing for the retail units should commence the second half of 2025.

Castle Gatehouse

Quotations for this have been received and are currently being appraised. The planning application had been approved. The project will progress with Historic England and town funding during 2025 with an anticipated completion in 2026.

Market Place Improvement

A Landscape Architect has been appointed to develop the scheme to RIBA stage 2. A Quantity Surveyor would shortly be appointed to provide costings for the design. An official request for a 12-month project delivery extension has been submitted to the Government, requiring contractual commitment of the project funding by March 2027.

A report was noted to go to the Council's meeting of Cabinet on 18 February 2025 to seek approval for additional revenue funding of £100,000 to develop and cost the design proposals. It was agreed that officers will provide further updates at a future Board meeting.

Newark Town Centre Masterplan & Design Code

A comment was made requesting a project update and noting that the project should be progressed in parallel with the Market Place Improvement scheme. The Director – Planning & Growth advised that an updated draft had been received that week and anticipated that an update would be shared with the Board and the public in June/July 2025.

Riverside Redevelopment

The Board were advised that work was ongoing in attempt to potentially secure funds to enable this to be further progressed.

7 FUTURE CAPACITY FUNDING 2025/2026

The Executive Board considered the Future Capacity Funding report which provided an update of the proposed uses of capacity funding for the Long-Term Plan for Towns Fund (LTPT) for the 2025/2026 financial year.

The report set out the background to the future receipt of Government capacity funding in the sum of £200,000 and the commitment of the monies. This included proposed 'in-principle' commitments, subject to formal confirmation of the funding award from Government and eligible uses. The commitments were noted as: Newark Town Centre Events & Animation Programme (£50k); NSDC Programme Management (£50k); and retained allocation, subject to guidance and the potential need for further consultation and Investment Plan development (£100k) with details provided for each of the commitments.

In considering the report, Penny Taylor advised that she had been working with Louise Casey-Smith, Tony Aspbury and collaborative partners to develop an event plan to ensure that the programme meets the demographic of the town and to expand on the works already undertaken. This work looked at the potential for bigger events to be held that would attract both locals and non-locals to the town. Louise Casey-Smith advised that further details of the work undertaken would be provided at the next meeting.

General comment was made on the work of the Project Manager, who was employed by the college and that they would work alongside the Newark Town Board to oversee the development of the events plan in 2025/2026. Reference was made to similar work being undertaken in neighbouring city Lincoln, specifically a planned go-kart race. Discussion was held as to how this type of event provided opportunity for the promotion of alternative energy sources.

It was noted that Newark Town Council have a commitment in excess of £200,000 towards a 2025/2026 events programme and this will reflect a similar events budget to previous years.

AGREED (unanimously) that:

- a) approval be given for the proposed allocation of £50,000 of the LTPfT Capacity Fund to support the ongoing delivery of a town centre events programme in 2025/2026, as set out in 3.3 of this report. This commitment would be subject to a) the opportunity for the Towns Board Chairs and Project Manager (Lincoln College) to participate in the strategic development of the events programme and b) formal confirmation of the capacity funding award, and eligible spend from Government, and c) alignment to Newark Town Council events programme;
- b) the additional £100,000 commitment in 2025/2026 to an events programme, as described above, through the contribution of the underspend and rollover from the 2024/2025 Towns Fund Cultural Heart project budget be noted;
- c) the Newark Town Council commitment towards a Town Centre events programme in 2025/2026 in excess of £200,000, as set out in 3.8 of this report be noted; and

- d) approval be given to the proposed LTPfT capacity funding allocation of £50,000 in financial year 2025/2026 to be retained by the Accountable Body, (Newark & Sherwood District Council) for Programme Management, subject to formal confirmation of the capacity funding award from Government.

8 ANY OTHER BUSINESS AND DATE OF NEXT MEETING

14 Market Place

Work was ongoing with the project team at the College and N&SCVS to understand the space fitout and tenancy agreement for the new occupants. The anticipated handover date is in July 2025 and the focus for the site is community use.

Newark Market Place

Concern was raised as to the future use of the area and that consideration should be given to not restricting its use and considering a flexible space.

It was noted that many of the buildings surrounding the Market Place were deteriorating and that some were on Historic England's Heritage at Risk Register, specifically referring to the vacant Old White Hart building. It was suggested that the purchase of this building would enable its heritage to be preserved and would also be a potential use of capital monies.

It was noted that the WH Smith building was up for sale which fronted the Market Place. A query was raised as to whether the district council could contact the company to discuss the sale.

It was also noted that the NatWest bank is closing their Newark branch which was of concern for the Town. Suggestion was made that the Board monitor the situation.

In acknowledging the proposed future investment in the Market Place, it was suggested that Nottinghamshire County Council be proactively involved and committed to the proposed improvements, noting that the surrounding infrastructure and network continued to deteriorate.

In response to the above comments, the Board were advised that the Newark Town Centre Master Plan would provide ways in which sites of opportunity could be repurposed where market failure occurs.

The Board were advised that the County Council were already engaged in discussions in relation to the development of the Market Place and that this would be reported to a future Board meeting.

It was suggested that ongoing engagement with Crime Prevention Officers from the Nottinghamshire Police Authority be progressed as they could give advice on the impact of any proposed designs.

It was agreed that the next meeting would be provisionally held on 3rd June 2025, however an additional meeting may be arranged in advance of this, subject to receipt of updated LTPT guidance from Government.

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NEWARK TOWN EXECUTIVE BOARD MEETING

9 APRIL 2025

ONLINE MEETING – MICROSOFT TEAMS

Plan For Neighbourhoods Update

1.0 Purpose of Report

- 1.1 To update the Newark Town Executive Board on the announcement of the Plan for Neighbourhood (PfN) scheme and to agree programme geographical boundary and Board proposals, as requested by Government.

2.0 Recommendations

- 2.1 It is recommended that the Newark Town Executive Board:

- 1) Approve the preferred geographical boundary arrangements for adoption throughout the PfN scheme, to be submitted to Government by 22 April 2025, as detailed in 4.0, and **Appendix B** of this report.
- 2) Approve the preferred Board arrangements for delivery of the PfN scheme, including the adoption of Newark Town Executive Board as the 'Neighbourhood Board', to be submitted to Government by 22 April 2025, as detailed in 5.0, and **Appendix C** of this report.

3.0 Background and Update

- 3.1 On 4 March 2025, Government published details of the 'Plan for Neighbourhoods' (PfN) scheme, as a £1.5 billion programme to invest in 75 areas over the next decade, replacing the former Long-Term Plans for Towns (LTPT) initiative. The commitment of up to £20m over a 10-year period, will continue to be available to Newark through the PfN programme, with the focus of the fund surrounding three core objectives of 'thriving places; stronger communities; and taking back control'. The list of all eligible places remains unchanged from that determined through the previous LTPT scheme; however, the new programme offers a revised fixed funding profile, with core delivery funding now set to commence in April 2026. Details of the new funding profile, set out through the PfN scheme, is available in **Appendix A** of this report.
- 3.2 The PfN scheme provides the opportunity for places to invest in a choice of over 40 different pre-approved interventions, set out by the Ministry for Housing, Communities and Local Government (MHCLG). Each intervention sits within one of 8 core programme themes, as listed below, building on from the previous capabilities of LTPT.
- Regeneration and High Streets
 - Housing
 - Work, productivity and skills
 - Education and opportunity
 - Health and Wellbeing
 - Cohesion

- Transport
- Safety and Security

- 3.3 The PfN prospectus details the requirement for the establishment of ‘Neighbourhood Boards’ to govern the local delivery of the scheme and to develop a local Regeneration Plan, for submission to Government by Winter 2025. The Neighbourhood Board is required to work in partnership with the Local Authority to develop the plan for their local area and distribute funding to the projects to deliver on this vision. The plan should outline the community’s overarching vision for change over the next decade to deliver the strategic objectives of the programme, developed through grassroots engagement to reflect local people’s priorities. As part of the Regeneration Plan, Boards will need to provide a more detailed Investment Plan for the first 4-year investment period cycle (2026/27 to 2029/30), which will include details of interventions the board would like to pursue over the period.
- 3.4 In addition to facilitating the development of a place’s plan, while recognising the role of the Neighbourhood Board as decision-making forum, the Council will act as the accountable body for the funds. This includes responsibility for ensuring that public funds are distributed fairly and effectively, and compliance with legal responsibilities in relation to subsidy control, state aid and procurement.

4.0 PfN Geographical Boundary

- 4.1 In considering first steps towards fund delivery, MHCLG require the Council to confirm the geographical boundary arrangements for the PfN scheme, by no later than 22 April 2025. Board Members will re-call that a request was previously approved by Government to extend the default geographical boundary for the purpose of the LTPT initiative, to more accurately reflect the expansions at Fernwood, Middlebeck and Showground to the North of the town. More recently, alongside the announcement of PfN, MHCLG confirmed that where an alteration to a geographical boundary was agreed by the department previously, should places wish to retain that revised boundary, this place boundary will continue to be accepted, as well as the opportunity to request further amendments by 22 April 2025.
- 4.2 It is recommended that additional, minor adjustments are made to the existing LTPT boundary to enable maximum flexibility whilst PfN plans are developed, and ongoing community engagement is undertaken. The proposed updated boundary, as demonstrated in **Appendix B**, incorporates additional potential community development sites, which the Board may choose to consider as part of the ongoing PfN planning. Following confirmation of the proposed PfN boundary by the Board, the Council will submit proposals to Government, for review.

5.0 PfN Board Arrangements

- 5.1 In addition to finalising the geographical boundary associated with the PfN scheme, places are required to set out their local governance arrangements for delivery of the fund, by 22 April 2025. This includes details of Neighbourhood Board Membership, confirmation of the Board Chair(s), and supplementary governance documents.

- 5.2 MHCLG recognise that places that set up a 'Town Board' to deliver the previous administration's LTPT programme may wish to fully retain that board and the agreed governance structure to deliver the new Plan for Neighbourhoods programme, confirming this approach to be acceptable. However, recognising the strategic objectives of this programme and the broader scope of activity that can be delivered through the new interventions list, Government encourage places to consider whether amendments to Board Membership are required.
- 5.3 Due to the interdependencies between the PfN scheme, existing Towns Deal and former LTPT, it is recommended that the Board agrees for Newark Town Executive Board to act as the 'Neighbourhood Board' for the purpose of the PfN. This includes the adoption of the current Membership and Chair arrangements, as agreed through the current Newark Town Executive Board and as noted in **Appendix C**. The offer of additional Membership may be extended by the Board, if gaps in representation for the purposes of PfN, are determined on 9 April 2025.
- 5.4 To ensure Executive Board governance arrangements remain aligned to the PfN prospectus, in addition to the existing Towns Deal, Newark and Sherwood District Council will undertake a review of all key documentation and present an updated proposed Assurance Framework to a future Board meeting.
- 5.5 In accordance with the PfN prospectus, the Council will consult as required and seek endorsement from the Local MP regarding both the geographical boundary and Board arrangements, prior to confirming proposals with Government.

6.0 Ongoing Engagement and Next Steps

- 6.1 In order to develop the high level 10-year Regeneration Plan and 4-year Investment Plan by Winter 2025, further engagement is required with key local stakeholders over the coming months, in accordance with the PfN prospectus. It is appropriate that the Board utilise the established platform of Newark Town Steering Board as a mechanism for ongoing community engagement, to seek feedback from a wide range of stakeholders regarding existing and emerging strategic priorities for local people and places.
- 6.2 Prior to engagement with the Newark Town Steering Board regarding PfN, a more in-depth update will be provided to the Executive Board on 24 April 2025, setting out details of the new PfN scheme, opportunities and proposed next steps in developing local plans. Subject to Board approval of the recommendations set out in this report, the Council will progress the initial first steps of the submission of the geographical boundary and Board proposals to Government, by the deadline of 22 April 2025, and in advance of the next Executive Board meeting.

Newark Town Board website for:
Town Investment Plan, July 2020

Newark Town Board meeting reports:

[27 March 2024](#)

[30 May 2024](#)

[27 June 2024](#)

[24 September 2024](#)

[04 December 2024](#)

[14 February 2025](#)

Lead Officers:

Matt Lamb

Director - Planning & Growth, Newark & Sherwood District Council

Sanjiv Kohli

Deputy Chief Executive & Director - Resources, Newark & Sherwood District Council

Neil Cuttall

Business Manager - Economic Growth & Visitor Economy, Newark & Sherwood District Council

Sarah Husselbee

Programmes Manager, Newark & Sherwood District Council

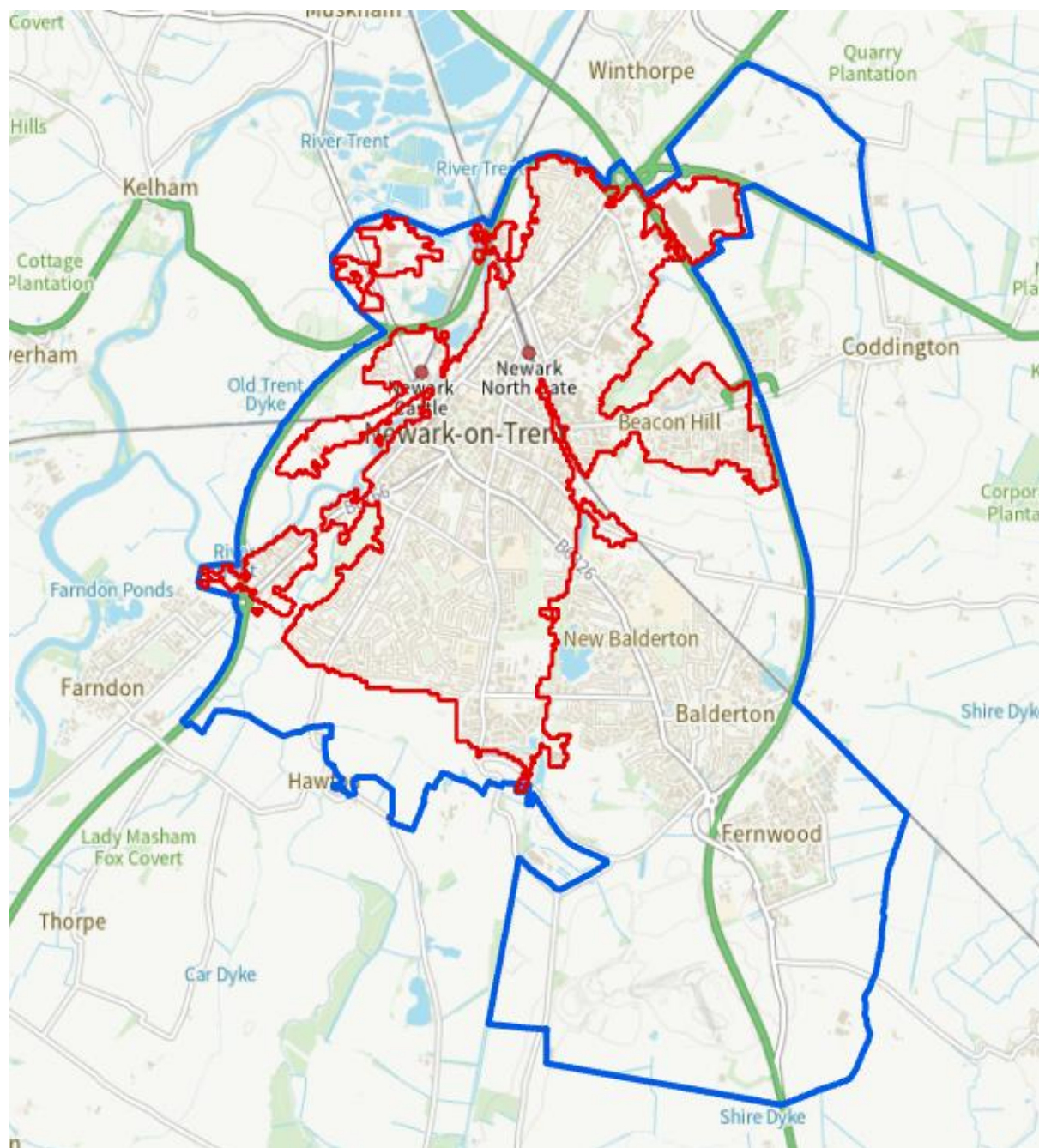
Appendix A – Plan for Neighbourhoods Funding Profile (set by Government)

Each community will receive funding and support totalling up to £20 million. The funding will be split 75% capital and 25% revenue, to the following profile:

Grant type	2025 to 2026	2026 to 2027	2027 to 2028	2028 to 2029	2029 to 2030	2030 to 2031	2031 to 2032	2032 to 2033	2033 to 2034	2034 to 2035	2035 to 2036
Total revenue funding	200k	382k	256k	432k	432k	432k	432k	437k	450k	450k	450k
Revenue funding (capacity)	200k	150k	-	-	-	-	-	-	-	-	-
Revenue funding (grants)	-	232k	256k	432k	432k	432k	432k	437k	450k	450k	450k
Capital funding (grants)	-	360k	1.7m	1.6m	1.6m	1.6m	1.6m	1.6m	1.6m	1.6m	1.6m
Total	19,537										

More information available [here](#)

Appendix B – Proposed Geographical Boundary (Plan for Neighbourhoods)



Appendix C – Proposed Governance Arrangements for Plan for Neighbourhoods

Details of Newark Town Executive Board Membership are provided below, proposed to be adopted for the purpose of the Plan for Neighbourhoods scheme.

[Newark Town Executive Board Terms of Reference](#)

[Newark Town Executive Board Membership](#)

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