NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Newark Town Executive Board** held on Tuesday, 3 June 2025 at 2.00 pm, at Newark Council Chamber, Newark Town Council.

PRESENT:	Penny Taylor	Lincoln College Group (Co-Chair)
	Darren Burke	Masdings
	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
	Andrew Fearn	St. Mary Magdalene with St. Leonards
	Matthew Gleadell	Newark Town Council
	Sarah Husselbee	Newark & Sherwood District Council
	Jane Hutchinson	Newark & Sherwood District Council
	David Inger	Newark College
	Sanjiv Kohli	Newark & Sherwood District Council
	Matt Lamb	Newark & Sherwood District Council
	Anna Lawson	Newark Town Council
	Kathryn Sharp	Environment Agency
	Rosemary Thompson	Historic England
APOLOGIES FOR ABSENCE:	Tony Aspbury	Newark Showground (Vice-Chair)
	Louise Casey-Smith	Newark & Sherwood CVS (Co-Chair)
	Insp. Charlotte Elam	Nottinghamshire Police Authority
	John Robinson	Newark & Sherwood District Council

2 DECLARATION OF INTERESTS

None submitted.

3 MINUTES OF MEETING HELD ON 9 APRIL 2025

AGREED that the Minutes of the meeting held on 9 April 2025 be accepted as a true record.

4 CHAIR'S WELCOME

The Co-Chair, Penny Taylor, welcomed everyone to the meeting at Newark Town Hall.

5 FUNDING UPDATES REPORT - PLAN FOR NEIGHBOURHOODS AND NEWARK TOWN DEAL

The Executive Board considered the report which sought to provide an update on the development of the Plan for Neighbourhoods Regeneration (PfN) and the delivery of the Newark Towns Deal programme.

Plan for Neighbourhoods Regeneration Scheme

The report set out the background to the PfN scheme, noting that it was a £1.5 billion programme to invest in 75 areas over the forthcoming decade and was to replace the former Long-Term Plans for Towns scheme (LTPT). The Board had previously been provided with details of the proposed geographical boundary and the Neighbourhood Board's governance arrangements, which would be adopted locally for the purpose of the scheme delivery, subject to Government approval. Proposals had been submitted to Government on 22 April 2025, with arrangements due to be reviewed and confirmed by the Ministry of Housing, Communities and Local Government (MHCLG) in the coming weeks. Confirmation of local boundary and governance arrangements has not yet been received by MHCLG, following this submission.

The requirements placed on areas selected for PfN funding included that the Plan should outline the community's overarching vision for change to deliver the strategic objectives of the programme and that this be developed through grass roots engagement to reflect local people's priorities. A more detailed Investment Plan for the first 4-year investment period cycle would be required and this would include details of interventions the board would wish to pursue over the period. It was noted that the Neighbourhood Board would act as the decision maker, responsible for the development of the local plan, working in partnership with the local authority, as the accountable body for funds.

Paragraph 3.3 of the report set out the existing Town Investment Plan (TIP) vision for the Town and noted that the four key strategic pillars for the town in achieving that were: skills, education & business; connectivity; town centre regeneration & culture; and town centre residential redevelopment. Summarised in Table 1 of the report were the understood emerging Board priority themes and interventions for the purposes of the PfN initiative, based on previous Board discussions, as well as plans developed through LTPT and recent engagement. These were: Regeneration & High Streets; Cohesion; Transport; Safety & Security; and Work, Productivity & Skills.

Sarah Husselbee, NSDC, referred to the emerging priority themes and interventions, as well as the the 3 schemes identified through LTPT: Events Programme; Upper Floor Conversion; and Community Grant.

Matt Lamb, NSDC requested the Board's view as to whether a future budget should be allocated for each of the 3 schemes and if the themes were to remain a priority for the purpose of PfN.

It was agreed that the 3 schemes and emerging interventions remained a priority and would be presented against a profile at the next meeting, with a Board decision regarding an indicative profile to be taken at the 7 July 2025 meeting.

Sarah Husselbee, added that the 3 schemes would operate as individual competitive grant schemes, or procurement processes and therefore would not be subject to the same selection requirements as other projects, where there may otherwise be one single grant beneficiary. It was also noted that the selection of other capital projects (where there would be a single grant recipient), should be subject to a competitive process due to assurance requirements, with this recommended to be undertaken Winter 2025-2026.

It was noted that the Government had confirmed that ongoing community and stakeholder engagement was key to facilitating local PfN Regeneration Plan development. Table 2 of the report set out the proposed process to developing the local PfN Regeneration Plan over the next few weeks. This included the remaining engagement suggested to be undertaken by the Council, with support from the Project Manager, Lincoln College, on behalf of the Board.

Rowan Cozens, NSDC, queried if the previous plans had included engagement and representation of the revised boundary beyond the original town boundary, including Balderton. Sarah Husselbee, added that the LTPT draft plans were developed on the basis of the wider boundary submitted to Government through LTPT, in 2024.

Penny Taylor, Lincoln College Group and Co-Chair, noted that Lincoln College had previously received funding for marketing which was due to end in July 2025, adding that in order for this work to continue, further funding would be required for a Project Manager and a Marketing Apprentice.

Penny Taylor also noted that it would be necessary to agree funding for the Events Programme to facilitate planning.

Matt Lamb, advised that operational commitments were being raised and considered now so that there was an awareness of the implications upon delivery profile and budgets. It was agreed that decisions regarding operational commitments would be taken at the 7 July 2025 meeting.

It was confirmed that a draft vision statement, PfN local priorities, interventions and draft investment profile (including capacity funding) are expected to be presented to the Board at the next meeting, July 2025 to form the draft local Regeneration Plan.

Penny Taylor advised that Louise Casey-Smith, N&S CVS, was to attend a meeting with other Town Board Chairs and would provide feedback to the next meeting on the discussions held. Agreed to be included as an item for 7 July 2025 meeting.

<u>Newark Town Deals Project</u>

It was reported that the following towns deals projects had been delivered: Air & Space Institute; Construction College Centre of Excellence; the YMCA Community Activity Village; and the Cycle Town Project with the following projects ongoing: 32 Stodman Street; Castle Gatehouse; Newark Cultural Heart.

It was noted that the Council continued to monitor all projects across the wider Newark Towns Deal programme, including reporting to Government on the achievement of local outputs and outcomes, following investment.

Sarah Husselbee advised that there had been a delay with the Castle Gatehouse Project following procurement which had resulted in additional costs, as reported to the Board previously, and that the funding for which had been approved by the Council's Cabinet in February 2025. Additional value engineering is also in progress by Project Team. Matt Lamb suggested that a site visit be organised when the works were further along.

Kathryn Sharp, Environment Agency, offered support for any relevant Castle Project issues on behalf of Environment Agency, if required.

Neil Cuttell, NSDC, advised that the anticipated completion for the Stodman Street redevelopment was April 2026. The retail units offered a flexible space which could deliver 1 to 3 units, depending on the requirements of the tenant. He suggested that a site visit be organised for Autumn 2025. He added that there would be 29 residential units above the retail units with 19 dedicated parking spaces, which would be allocated to the apartment.

James Carpenter, BB Mortgages queried the interest to date in retail units. Matt Lamb advised that there had been some interest in the retail units from existing retailers, noting the potential issues around the rateable value being dependent on the size of the unit.

Matt Lamb noted that the budget for the Cultural Heart events project was set until March 2026.

6 NEWARK TOWN BOARD ASSURANCE FRAMEWORK

It was reported that the Council is undertaking a review of the Assurance Framework to ensure it remained aligned to the PfN prospectus, in addition to the existing Towns Deal.

The updated draft of the Assurance Framework together with supporting documentation would be formally presented to the Board at a future meeting and also shared with the MHCLG, as required. This includes operational board processes as well as business case and assurance requirements for future projects.

The Board were asked to consider any possible gaps in Board Membership with consideration of the new scheme themes, such as noting the current absence of health representation and the inclusion of Balderton representation to reflect the proposed boundary.

Penny Taylor noted that the Board Membership base represents the entire area of Newark as demonstrated in the proposed boundary.

Rowan Cozens, added that Board Members are required to represent the entire areas objectives, rather than sole promotion of individual projects within the boundary.

Matt Lamb noted that a number of members of the Board were volunteers and advised that, if required, Officers could support them when sharing information with their respective organisations, including Town and Parish Councils within the Boundary.

It was agreed information sharing is important and that the current Town and Parish Board representative should continue to engage with the Town and Parish Councils regarding Board Plans.

Penny Taylor and Matt Lamb noted that health representation had been sought previously however unfortunately unable to secure long-term representation due to capacity and availability of health colleagues. Sarah Husselbee added that further consideration should be given to ensure health representatives are able to continue to feed into the Board through the Steering group and other engagement platforms, to reflect the Government prospectus.

Sarah Husselbee advised that as part of the review there was scope for the name of the Board to be amended to reflect the new PfN programme, as seen elsewhere, to include Neighbourhood within the title.

Penny Taylor suggested that the Board be renamed to *Newark Town & Neighbourhood Board*. This was agreed by the Board as a preferred name change and Sarah Husselbee advised that it could be presented to the July meeting and formally adopted once the Assurance Framework is approved by both the Board and Accountable Body.

Matt Lamb advised that there would need to be a discussion held at the July meeting around governance arrangements, specifically the thresholds regarding funding: the size of a project would determine the level of assurance required. There would also need to be a discussion around resource implications, for example, the work required to produce an outline business case and a full business case.

Penny Taylor noted that there would be many decisions required at the 7 July meeting but that information would be circulated ahead of that date which would lessen the need for a further full debate on the same issues.

AGREED (unanimously) that:

a) the emerging local Plan for Neighbourhoods investment priorities, as detailed in paragraph 3.0 (Table 1) of the report be noted;

b) the recommended process and indicative timescales to developing and finalising the local Plan for Neighbourhoods Regeneration Plan, as detailed in paragraph 3.0 (Table 2) of the report be approved. *This would include a future decision regarding funding interventions and capacity grant uses, expected to be taken by the Board at the next meeting, following* *completion of remaining proposed engagement activities;*

c) updates relating to the Newark Towns Deals Projects, as detailed in paragraph 4.0 of the report be noted; and

d) the review of the Newark Town Board Assurance Framework, as detailed in paragraph 5.0 of the report be noted

7 WE ARE NEWARK BRAND UPDATE

Penny Taylor opened the discussion on this item by querying whether Board members wished to continue using the title of 'We are Newark' for the Regeneration Plan brand for PfN, as the title selected by the Board previously for the Long-Term Plan for Towns.

Andrew Fearne suggested that clarity on the area covered should be provided, noting it was not just Newark Town but rather ' We are Newark on Trent' may be an option. However, later noted that Newark on Trent may not represent the entire proposed fund boundary.

Dawn Campbell queried the purpose of the proposed name and the intentions for its use. Penny Taylor and Rowan Cozens added that there needed to be better communication with the public as to where the monies were spent, and that there needed to be a recognisable connection between the Newark Town Board and the PfN.

Penny Taylor stated that there needed to be a consistency in the approach to promoting the 'We are Newark' brand.

Sarah Husselbee advised that if the Boards preferred title for use is 'We are Newark' then this can be reflected in the Regeneration Plan development.

AGREED that the discussion be noted, including the preferred title of 'We are Newark' for the purpose of the local Regeneration Plan.

8 NEWARK TOWN CENTRE MASTERPLAN UPDATE

The Board considered the presentation of Jane Hutchinson, NSDC.

The presentation covered why the Masterplan and the Design Code for Newark Town Centre had been commissioned, noting that its creation would provide the opportunity to identify and revitalise underused spaces and set out how and why physical spaces in the town centre could and should change. The plan would help to guide future investment and influence planning decisions, giving the public and private sectors the confidence to commit to Newark. The development of the Masterplan and the Design Code had been developed in conjunction with Historic England to ensure their position as a key stakeholder on the board throughout the process. The contract was awarded to Allies & Morrison, an integrated urbanism team who specialised in masterplanning. Details of the Stage 1 Consultation were provided, noting that the results had been instrumental in developing the Masterplan vision and key principles. Many of the suggestions from the consultation had been picked up as suggested interventions and would form part of a focused delivery plan which could be used for future funding opportunities.

It was reported that the Masterplan was split into 6 chapters with 6 key themes underpinning the character and essence of Newark Town Centre. These themes had been developed and tested by Allies & Morrison following consultation feedback. The key themes set the context and informed Section E of the Masterplan framework. Section E was split into 9-character areas set by the Conservation Management Plan.

In referring to the Design Code, Matt Lamb advised that ‘big ticket’ themes created discussion and debate: where will the proposed shrinkage of retail be undertaken; and where will the affected retailers be relocated to.

The Executive Board were presented with 2 images of the Market Place which were based on public comments as to what they would like to see in that area. In referring to the images, Matt Lamb sought to explain how these are reflective of consultation feedback.

In considering the presentation, Rose Thompson of Historic England queried when the marketplace plans would be ready for consultation, noting that it would be beneficial if they were able to feed into them prior to their finalisation. In response, Matt Lamb advised that it would be approximately 8 weeks before they could be consulted on with other organisations and that further work would be required before being shared with the public. Kathryn Sharp of the Environment Agency requested that consideration be given to the introduction of trees into the Scheme to provide shade cover with Andrew Fearn of St. Mary Magdalene with St Leonards noting that there were no bins included on the images. Matt Lamb acknowledged the comments and suggestions.

AGREED that the presentation be noted.

9 <u>ANY OTHER BUSINESS</u>

Matt Lamb advised that there was to be a ministerial visit to the area on 26th June, further details of which would be circulated at the next meeting.

10 <u>DATE OF NEXT MEETING</u>

7 July 2025 – Microsoft Teams

Meeting closed at 3.38 pm.