Newark Town Board

Minutes of the Meeting of **Newark Town Board** held on Microsoft Teams on **Tuesday 28th July 2026 at 4:30 pm**.

PRESENT:	Penny Taylor MBE	Lincoln College Group (Co-Chair)
	Louise Casey	Your CVS (Co-Chair)
	Anna Lawson	NTC (Advisor)
	Andrew Fearn	St. Mary Magdalene with St. Leonards (Member)
	Ben Robinson	Historic England (Advisor)
	Charlotte Ellam	Notts. Police (Member)
	Cllr. Dawn Campbell	NTC (Member)
	Cllr. Rowan Cozens	NSDC (Member)
	Cllr. Richard Ward	NCC (Member)
	Emma Holden	Your CVS (Guest)
	Jackie Insley	Citizens Advice (Member)
	John Robinson	NSDC (Advisor)
	Kathryn Sharp	Environment Agency (Advisor)
	Karen Fearn	NHS (Member)
	Matt Lamb	NSDC (Advisor)
	Neil Cuttell	NSDC (Advisor)
	Nick Wilson	NSDC (Section 151 Officer)
	Sarah Husselbee	NSDC (Advisor)
APOLOGIES:	Claire Ward	East Midlands Mayor (Member)
	James Walker-Gurley	NCC (Member)
	Nicola Stevens	NCC (Advisor)
	Tony Aspbury	Newark Showground (Vice-Chair)
ABSENCE:	Anthony Foxwell	Letsxcape (Member)
	Darren Burke	Masdings (Member)
	Robert Jenrick	Member of Parliament for Newark (Member)

1 - DECLARATIONS OF INTEREST

Louise Casey had declared an interest in Agenda item 5.

2- MINUTES OF PREVIOUS MEETING – 28TH APRIL 2026

Cllr Dawn Campbell requested confirmation as to whether a decision was made at the previous meeting regarding the Upper Floor Conversion scheme, to which Matt Lamb confirmed proposals were instead due to be presented at the next meeting on 2nd September.

Penny Taylor proposed an amendment to the minutes to include reference to the introductions taken place to Jackie Insley and Anthony Foxwell as new business and community representatives on the Board.

The Board were asked if there were any objections to the proposed amendment or

further amendments proposed, to which none were raised. It was agreed that the minutes are to be accepted as a true record, subject to this single proposed change.

3 - CHAIR'S WELCOME

The Co-Chair Penny Taylor welcomed Board Members to the meeting and invited all attendees to individually introduce themselves.

Ben Robinson noted that he will be replacing Rose Thomspon as an Advisor to the Board, on behalf of Historic England.

Cllr Richard Ward noted his attendance as Substitute Member in the absence of Cllr Walker Gurley, on behalf of Nottinghamshire County Council.

4 - LOCAL REGENERATION FUND UPDATE

Matt Lamb provided an update to the Board regarding the delivery of the Newark-based projects within the Local Regeneration Fund (LRF), including the journey to date in receiving and administering the £25m grant monies, as well as outputs for completed projects. The following updates were provided in relation to the remaining LRF projects:

32 Stodman Street

- Works on site are due to complete late-October 2026 and open on site later this year. Positive progress has been made with interested retail tenants and heads of terms are being finalised with two. The residential units are now being marketed by Arkwood. It was suggested that another site visit is arranged for Board Members in the coming months, to be organised by NSDC.

Castle Gatehouse

- Works on site are progressing well and expected to complete next summer. The Board were advised of the significant risk that continues to surround this project, given the complexity of the site and the archaeology findings to date, resulting in increased risk of cost implications and delays.

Newark Market Place Improvement Scheme

- The scheme was originally led by Newark Town Council (NTC) however is now being delivered by Newark and Sherwood District Council (NSDC) as Project Sponsors, following a request from NTC in 2023.

- Community consultation has previously been undertaken in relation to the Market Place as part of the Newark Masterplan development, and the scheme continues to focus on the agreed principles reported to the Board previously.

- As the project has progressed through detailed technical design stages, updated cost estimates and professional assessments have identified that the available funding is unlikely to be sufficient to deliver the scheme currently being considered as an option for the future of the Market Place.

- The main challenges relate to the complex works proposed beneath the

Market Place surface. Current assessments indicate that these underground works would be significant and, together with the associated replacement surfacing, utility diversions, adoption, fees and bonds, greening and seating elements, would exceed the available budget. In addition, the historic nature of Newark Market Place means there could be significant archaeological uncertainties below ground. These could increase costs further and create delays.

- Discussions regarding the latest risks and challenges had recently taken place between NSDC and NTC, with both partners reviewing alternative options and are developing revised proposals for consideration by Newark Towns Fund Board in September 2026. The revised proposals are likely to focus on a number of improvements that could support the Market Place and town centre, including:
    - improved power supplies for markets and events,
    - enhanced lighting to improve security, atmosphere, and event activity,
    - CCTV enhancements,
    - al fresco pavement improvements and
    - new market and pop-up stalls.

- The road around the Market Place, including areas of existing 'cobbles', the trees and greening including the integrated seating will now not form part of the scheme. This road is within the ownership of Nottinghamshire County Council, who will be asked what else it can now do to make much needed improvements and repairs as the relevant highway authority.

Following the LRF update, Matt Lamb reminded the Board that the delivery of any revised Market Place Improvement scheme would be subject to Board approval of updated proposals at the next meeting, as well as a satisfactory Business Case demonstrating affordability and deliverability, noting all grant funded activity must be eligible capital expenditure.

Cllr Richard Ward highlighted that whilst Newark had a lot to offer and was accessible, he was interested to know about the wider support available to revitalise the high streets, support the market and businesses.

Matt Lamb explained that a range of business support initiatives were available and led by NSDC Economic Growth team and partners, including business advice, the animation of spaces, redevelopment of high streets such as 32 Stodman Street and the proposed upper floor conversion scheme. It was suggested that NSDC present a summary of support provided and available at a future meeting for Board Member awareness.

Neil Cuttell mentioned the significant oversupply of retail space based on square footage of the town centre with Newark having 26 sq ft of retail space per shopper compared to the national average of 5 sq ft per shopper, and highlighted that 54% of business properties in Newark Town Centre do not pay business rates as they fall under the rateable value. He further noted the evolving nature of the high street and consumer trends. Penny Taylor added that most of the units in the town centre are

not owned by NSDC.

Andrew Fearn queried whether Members could receive more frequent updates regarding the Market Place in between meetings, noting the recent pace of the project. Penny Taylor and John Robinson confirmed this could be provided and Penny will discuss with Andrew the level of information that is likely to be helpful moving forwards.

Matt Lamb mentioned that prototype improved market stalls had been developed by NTC and that NSDC/NTC would reach out to Newark Police to seek their views on the proposed design.

Cllr Rowan Cozens queried whether bins would be looked at as part of the scheme, mentioning that waste in the Market Place was a problem. Anna Lawson acknowledged the issues with waste collection and confirmed that this was being actively addressed by Newark Town Council.

5 - PRIDE IN PLACE PROGRAMME UPDATE REPORT

Matt Lamb provided the following update to the Board regarding the Pride in Place Programme (PiPP), highlighting further details were included within the report:

- Proposals for the Upper Floor Conversion scheme will be presented to the Board on 2nd September 2026, building on from discussions held at the previous meeting.

- Project development and feasibility funding has now been awarded to the three shortlisted capital projects of Cherry Holt Play Park, Project Waterfront and the National Centre of Heritage, Craft, Skills and Performance. These schemes will now progress to the next stage of Board consideration and will be invited to present updates and further proposals at the next meeting.

Emma Holden provided the following update on the PiPP events programme proposals:

- The proposed delivery of the events is detailed in Appendix C of the report provided, building on from the lessons learned through the previous Cultural Heart programme. This includes 5 events in 26/27 and a deposit for an event in 27/28.

- The programme focusses on fewer flagship events that bring activity beyond the Market Place, greater business involvement, broader marketing, a consistent evaluation framework and sustainable funding, including looking at sponsorship and partnership opportunities.

- The request from the Board is outlined in Recommendations 2 and 3 of the report provided, including to be led by Your CVS PiPP Project Manager, using the We are Newark Branding.

Cllr Richard Ward complimented the events delivered to date and congratulated the

team on the achievements of the Newark Cultural Heart programme.

Cllr Richard Ward also praised the service of the Police in Newark Town Centre, particularly within the Market Place.

Cllr Rowan Cozens questioned the value for money associated with the proposed illumination event over the weekend, to which Penny Taylor responded that this would be a large-scale event targeting over 20,000 across the lifetime of the event and added that the market had been tested previously. Emma Holden also explained that the display would be visible across the town.

Sarah Husselbee advised the Board that all grant funding would need to be subject to public procurement to support demonstration of value for money and the phased payment of grant, subject to milestones.

The Co-Chair (Penny Taylor) invited Board Members to vote on the following Recommendations, as set out within the Pride in Place Update Report:

Recommendation 2 - Agree for the Board to directly deliver and/or commission the proposed events throughout 2026/2027, as detailed in Appendix C of this report. This would be managed by the PiPP Project Manager (employed by Your CVS on behalf of the Board) and using the Board backed branding and title of 'We are Newark' to promote the programme of events.

Board Members voted as follows:

- Andrew Fearn – For
- Cllr Rowan Cozens – Against
- Cllr Dawn Campbell – For
- Cllr Richard Ward – For
- Penny Taylor – For
- Karen Fearn – For
- Jackie Insley – For
- Louise Casey – abstained (declaring an interest)
- Charlotte Ellam - For

DECISION: Recommendation 2 AGREED by the Board.

Recommendation 3 - Agree for the Accountable Body to transfer the existing and available 2026/2027 PiPP revenue events programme budget to Your CVS via a Grant Funding Agreement, to lead the delivery and commissioning of events on behalf of the Board, as referenced in Recommendation 2 above, and as detailed in 3.5 to 3.8 of this report.

Board Members voted as follows:

- Andrew Fearn – For
- Cllr Rowan Cozens – Against
- Cllr Dawn Campbell – For
- Cllr Richard Ward – For
- Penny Taylor – For

- Karen Fearn – For
- Jackie Insley – For
- Louise Casey – abstained (declaring an interest)
- Charlotte Ellam - For

DECISION: Recommendation 3 AGREED by the Board.

6 – ROUNDTABLE UPDATES/ANY OTHER BUSINESS

Anna Lawson advised the Board of the work NTC were doing to promote events and activities within the town such as the beach as well as work with partners such as Inspire, Radio Newark and the Fire Brigade.

Kathryn Sharp mentioned that the PiPP proposals for the Canal River Trust scheme were very exciting for the town and added that it was a shame that the Market Place proposals would need to be revisited.

Kathryn Sharp left the meeting at 18:01.

Rowan Cozens mentioned the latest work ongoing at Newark Castle, as well as the positive work associated with town of culture bid, noting that although it was unsuccessful on this occasion, support and praise had been received.

Andrew Fearn mentioned the exciting works taken place at the church recently, with support from the National Lottery Fund and that the project had a focus on partner and community collaboration.

Louise Casey explained that Your CVS had delivered a number of successful community events over the past quarter, including where they have shared PiPP updates across community organisations to engage wider views, to which they had received positive feedback about local plans.

Jackie Insley explained that Citizens Advice had merged on 1st April 2026 with Nottingham and Districts Citizens Advice, however that their focus continues to be front line services. Additionally, need is increasing due to the cost of living and that housing debt continues to be a challenge. Jackie expressed support to continue to work with partners and the Board to help as many residents thrive and support the wider town.

Karen Fearn advised the Board that the NHS were training local social prescribers, looking at how they can look to support local people further via group clinic model.

Cllr Richard Ward advised the Board that Nottinghamshire County Council (NCC) had focussed a large amount of investment in local roads and potholes. Penny Taylor requested support for road improvements at the Market Place, suggesting for this to be looked at by NCC.

The Board discussed support available for the GRT community, to which Andrew Fearn noted that the Mount School was 50% GRT based.

Cllr Rowan Cozens mentioned incredible work with the community at the National Holocaust Centre, noting the significant diversity within the community.

Charlotte Ellam explained that communications were needed to educate those outside of the community. Charlotte agreed to looked at this with partners outside of the meeting, as well the as wider support available, to which Penny Taylor, Jackie Insley and Karen Fearn requested to be involved.

Penny Taylor highlighted the works ongoing through PiPP in partnership with the YMCA to support the community with skills development opportunities, as detailed in Appendix E of the report provided.

Ben Robinson explained that Historic England had recently launched two new funds and that there was lots of positive work in Newark. Ben further added that Historic England would look to support with the Upper Floor scheme proposals and that enforcement measures can be deployed by NSDC, in addition to proactive measures.

Andrew Fearn left the meeting at 18:15.

Sarah Husselbee explained that the next meeting would be face to face and would be longer than usual due to proposals being presented by partners, requesting Members to let us know as soon as reasonably possible about their availability for this meeting.

Sarah Husselbee advised that the minutes of the meeting held on 10th November 2025 had omitted the declaration of interest and abstention from agenda item 6, made by both Penny Taylor and Louise Casey at the time. It was advised that the minutes needed to be amended to reflect this, providing the Board had no objections to this proposed amendment, to which none were raised.

The meeting ended at 18:20.

DATE OF NEXT MEETING – 2ND SEPTEMBER 2026