

<b>NAME OF MEETING:</b>	Town Board Meeting
<b>DATE/LOCATION:</b>	St Marys Chambers 04.07.25
<b>ATTENDEES:</b>	Alyson Barnes (AB), Andy McNae (AN), Barbara Ashworth (BA), Deyrick Allen (DA), David Smurthwaite (DS), Charlotte Scheffman (CS), Iain Taylor (IT), Jackie Oaks (JAO), Jacob Landers (JL), Jaid Flatley (JF), Jodie Oatway (JO), Kim Whitehead (KM), Leonie Fordmiah (LF), Lynn Smith (LS), Megan Eastwood (ME), Councillor Nick Harris (NH), Peter Terry (PT), Rob Huntington (RH), Samantha Sandford (SS)
<b>GUEST SPEAKERS:</b>	Greville Kelly and John Hutchinson- Groundwork
<b>APOLOGIES:</b>	Abdul Mannan (AM), Andy Schofield (AS), Chris McKee (CM), Jan Shutt (JS), Kimberly Howarth (KH), Milly Yielding (MY), Stephen Anderson (SA)
<b>MINUTE TAKER:</b>	Jodie Oatway (JO)

<b>THE MEETING</b>	
<b>1</b>	<p><b>Welcome and Apologies / Minutes of previous meeting</b>  <b>Introductions and apologies were given.</b></p> <p>IT provided a briefing on his visit to London.</p> <ul style="list-style-type: none"> <li>- Visited Parliament to meet Government Ministers, along with 75 chairs</li> <li>- Discussed the current approach to program delivery and the collaborative work between government and local areas.</li> <li>- Government has undertaken polling on community opinion, due to be released in July 2025.</li> <li>- Emphasis placed on the importance of aligning proposals and program delivery with community needs.</li> <li>- Regeneration plans will be quality-assessed based on their responsiveness to community input.</li> <li>- The devolved program structure involving key partners and community groups is seen as essential. It is noted this is underway with the approach to commissioning.</li> <li>- Focus needed on supporting the most deprived areas within the boundary.</li> <li>- Goal is a blend of high-impact interventions and responsive community support.</li> </ul> <p><b>Decision: Minutes of the previous meeting were accepted.</b></p>
<b>2</b>	<p><b>Groundwork</b>  A presentation was delivered by Groundwork on Business Improvement Districts. The presentation covered information about the impact of BID's elsewhere and examples of different types of BID areas.</p>

	<p>The proposal was with the capacity funding, to complete feasibility on scoping potential criteria for a BID in the PFN area, with developing it further for inclusion as a potential project in the investment plan. The scoping would understand existing resources, map out business rates and then further gaps, strengths and resources.</p> <p>A point was raised about a Bondholder model, it was confirmed that there is no duplication between the town centre BID and the Bondholders.</p> <p>The Board were also presented with the Big Local case studies, where community groups play a large part in delivering projects.</p> <p>It was felt that an organisation with an intermediary role would be beneficial to help increase capacity with businesses and the local community. It was advised that the CVS, represented on the board, had informally requested to co-ordinate this activity previously.</p> <p><b>ACTION: DS will provide the board with some points on BIDS given his previous experience of setting them up.</b></p> <p><b>ACTION: To progress feasibility of a BID in Plan For Neighbourhood area</b></p>
3	<p><b>Update from MHCLG and Data Pack, regeneration plan guidance/portal</b></p> <p>The data pack has now been received from Government and circulated to the board prior to the meeting. Key data highlights:</p> <ul style="list-style-type: none"> <li>- 22% of under-16s in Rawtenstall live in low-income households.</li> <li>- 11.5% of young people leave school with no qualifications.</li> <li>- Takeaway concentration in town centres at 3.4 vs 2 national average.</li> <li>- Despite low vacancy rates on the High St, footfall is low.</li> <li>- Cultural offerings are higher in arts but lower in theatre.</li> <li>- High levels of daily out-commuting from the Valley.</li> </ul> <p>The Regeneration Plan Portal is open. Submission deadline: 28th November 2025. Aim to complete by end of October/early November.</p> <p>Year 1 funding is limited, with capacity funding available and potential to borrow. i.e. Revenue = £232k, Capital = £360k and Capacity = £150k</p> <p>Projects ideally need to fit an “off the shelf” intervention otherwise a green book appraisal is required, resulting in a longer sign off period.</p>
4	<p><b>Progress report/ proforma and guidance</b></p> <p>RBC had prepared and developed tools to support the preparation of the investment plan. This includes a Proforma.</p> <p>The Proforma will be distributed to Lead Partners and Project proposers. A guidance document had also been developed, explaining the approach and how the Investment Plan is likely to be developed and the consideration of projects over the 10 year period, including considering a spread of projects across 4 themes.</p> <p>There were queries about the need for such formal documentation and processes as well as the boards’ role.</p> <p>It was confirmed that the aim of this work is to establish a way of ruling out “nice to have” projects and support those projects that have a clear want and need.</p>

	<p>There was a discussion about projects that fall out of the commissioning Lead Partner work.</p> <p>The general consensus felt that all groups and organisations could complete a submission, the evidence to demonstrate the need would be the focus of this work. Some communication would be developed to support this.</p> <p><b>ACTION: To share documents and request call for evidence</b></p>
5	<p><b>Work stream updates</b></p> <p>Jobs and Skills – Charlotte Scheffman</p> <ul style="list-style-type: none"> <li>- Confirmed the group of DWP, Rossendale Works and the College had met twice; mapped existing community provision.</li> <li>- Discussed potential revival of Bridge Project as there is interest in a hub and spoke model (e.g., Bank Street, AB&amp;D Centre).</li> <li>- Focus on digital and green skills, as well as holistic support across all levels.</li> <li>- ACCROSS to discuss further in an SLT meeting and then to confirm the approach in more detail.</li> </ul> <p>Healthy Communities – Sam Sandford</p> <ul style="list-style-type: none"> <li>- Audit of work had mainly been completed to understand strategic needs.</li> <li>- Several project ideas have been identified already with the main capital project request being an extension to Marl Pits, with support from Sport England, they expect it to have a mix of services with the youth. The information of this would be highlighted and understood properly in the upcoming Leisure Review.</li> <li>- Exploring walking routes in collaboration with Ramblers and a member of staff to co-ordinate and promote activity could be ideal.</li> <li>- Stakeholder engagement ongoing including a session with other partners.</li> <li>- Other work on the Staghills estate underway, police, school and community group discussed need for a hub on the estate, there are many non-engaged parents, as well as a package of interventions to prevent ASB.</li> </ul> <p>Empowering Youth – Leonie Ford-Miah</p> <ul style="list-style-type: none"> <li>- Weekly meetings ongoing with the Chamber of Commerce and St Mary's Chambers.</li> <li>- Report and study recently shared about young people and youth service in Rossendale</li> <li>- Focus is on empowering 11–18s to lead local initiatives.</li> <li>- Concepts include a youth-led info &amp; retail hub, The Cocoon which could be flexible space for youth to use.</li> <li>- Weekly social nights planned at St Mary's Chambers.</li> <li>- Collaboration with White Horse Project for creative skills &amp; work experience including those who are interested in things like engineering etc.</li> <li>- Early-stage plans for new youth spaces and outdoor facilities in Edgeside.</li> </ul> <p>Regeneration and Place</p> <ul style="list-style-type: none"> <li>- Announcement on feasibility for Heritage Arcade</li> <li>- Waterfoot turning circle movement will be tested in August</li> <li>- The Whitaker will undertake a research and pilot piece to testing new events and cultural activity understand how you people can organise, arrange and attend cultural events and activities</li> <li>- The Whitaker will map out organisations engaging with Youth as part of their work</li> </ul>
6	<p><b>Project proposal evaluation and subgroup setting</b></p> <ul style="list-style-type: none"> <li>- Project evaluation flow chart shared with the group</li> <li>- Submission drafting for November has commenced internally</li> </ul>

	<b>ACTION: Proposal to bring bullet-pointed components to the next meeting for regeneration plan.</b>
<b>7</b>	<b>Event</b> <ul style="list-style-type: none"> <li>- Planning a borough-wide regeneration celebration event.</li> <li>- Aims to unite partners and businesses to shape Rossendale's future.</li> <li>- The event will launch the Plan for Neighbourhoods Regeneration Plan.</li> <li>- Includes keynotes, sector insights, and audience Q&amp;A.</li> <li>- Scheduled for the afternoon of Friday 24th October (venue TBC)</li> <li>- Event promotion will begin once details are confirmed.</li> </ul>
<b>8</b>	<b>AOB</b> <p>Group is open to sharing the proforma and guidance widely Date suggested for 5<sup>th</sup> September for the next Plan For Neighbourhood meeting.</p> <p><b>ACTION: It was requested for a financial update at the next board meeting.</b></p>