

Bolton Towns Fund Board

4pm, Friday 15th May 2020

Microsoft Teams Virtual Meeting

Attendees

Belinda Beaver	BB	Chamber of Commerce (Chair)
Cllr. David Greenhalgh	DG	Leader, Bolton Council
Cllr. Martyn Cox	MC	Deputy Leader, Bolton Council
Tony Oakman	TO	Chief Executive, Bolton Council
Gerry Brough	GB	Director of Place, Bolton Council
Mark Logan MP	ML	Bolton North East
Yasmin Queshi MP	YQ	Bolton South East
Chris Green MP	CG	Bolton West
Mark Head	MHe	Bolton & District Civic Trust
Darren Knight	DK	Bolton CVS
Jon Lord	JL	Bolton at Home
Carl Moore	CM	Homes England
Alec Colbeck	AC	Midia Group
Roddy Gauld	RG	Octagon Theatre
Pete Courtie	PCo	Arts Council (Observer)
Tim Vaughan	TV	Moorgarth
Jonathan Seddon	JS	Seddon
Baroness Newlove	BN	University of Bolton & Bolton College
Sue Timperley	ST	GMJCP
Rosie Jenkins	RJ	MHCLG
Christina Shepherd	CS	MHCLG
Paul Whittingham	PW	Assistant Director Economic Development, Bolton
Michelle Horrocks	MH	Head of Economic Development, Bolton Council
Cathy Wignall	CW	Programme Manager, Bolton Council
Paula Connor	PC	Project Officer, Bolton Council

Apologies

Eamon Boylan	EB	Chief Exec, GMCA
Su Long	SL	Bolton CCG
Virgil Simpson	VS	Aldi
Suzanne Jones	SJ	MHCLG
Ibby Ismail	II	Bolton Solidarity

Notes of the Meeting

1. Welcome

DG introduced himself and welcomed all to the meeting. DG advised all to mute microphone and turn off camera whilst not speaking.

2. Apologies

MH went through the list of attendees in order that all had an understanding of who was in attendance. Apologies to be noted in minutes.

3. Election of Chair

MH advised the Board that the preferred option for Chairing the meeting is a private sector representative. Nominations for Chair had been sought prior to the meeting. Belinda Beaver from the Chamber of Commerce has offered to take up the position and it is proposed she is appointed as Chair. The question was asked whether there was any opposition to BBs appointment as Chair. There was no opposition therefore Belinda Beaver is duly appointed as Chair of the Towns Board. BB thanked all and expressed she was looking forward to working with everyone.

4. Minutes of the Last Meeting

BB noted that there were three Items requiring action from the last meeting of which most had been completed. MH asked the Board to note that under point 6 of Next Steps it was stated an Adviser would be appointed. This has been delayed as new guidance is awaited from MLCHG. This action will be carried forward.

The minutes of the last meeting were accepted as a true and correct record of proceedings.

ACTION:

Adviser to be appointed.

5. Draft Terms of Reference

The Draft Terms of Reference were circulated prior to the meeting. MH asked if there were any comments or suggestions to let her know after the meeting. The final version will then be circulated. There is a requirement to appoint a Vice-Chair. All are to consider their nominations and send to MH after the meeting.

ACTION

- **Comments/Suggestions re: Terms of Reference to be sent to MH after the meeting.**
- **All to consider nominations for Vice-Chair and send to MH after the meeting.**

6. Presentation on Towns Fund Investment Plan

GB, PW and MH gave a presentation on the Towns Fund Investment Plan outlining the purpose of the presentation, overview of the guidance, current status and potential projects to be included in the Investment Plan. The presentation was circulated to all Board Members prior to the meeting. MH explained that the intention is not to come up with a definitive list today. The process and timescales for the bid were also outlined. Post meeting all are to provide MH with observations on any omissions or additions from the plan/projects.

CS explained that MHCLG were expecting the new guidance in June of this year. Investment Plans will need to highlight their cost benefit and the value of this. She confirmed up to £25 million is available.

ACTION

All to consider the contents of the presentation and email MH after the meeting with any additions, comments or omissions.

7. MHCLG Update/Next Steps

Revised guidance is expected shortly. It is currently going through a final review. Once it is finalised MHCLG will share with Board Members. RJ emphasised that there would likely be close scrutiny on what return they will get for their money so any projects will need to be strong around cost benefits analysis particularly where revenue funding is requested. There will be three waves:

July 2020-September 2020
October 2020 – December 2020
January 2021 – March 2021

CS/RJ advised to get a feel for what the guidance may look like to look at Future High Street Funding guidance in the interim.

BB asked if there were any questions. No questions were raised.

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8. Any Other Business

MH advised that Su Long had suggest that Wirin Bhatiani would be best placed to represent the CCG and that he would be present at future meetings.

BB reminded all to pay attention to the final slide of the presentation and give their thoughts to MH in order that comments, etc can be brought into the discussion at the next meeting.

YQ asked if papers could be circulated well in advance of the meeting as she had only received notice of the meeting this morning. She has lots of questions on the presentation that she would have liked to raise today. She also requested a full list of who is on the Board. MH advised that the meeting invitation had been sent out two weeks in advance of the meeting with papers subsequently being sent out Tuesday and an additional paper sent this morning. The meeting request was sent to all Board Members apart from Wirin Bhatiani who was not on the circulation list at that point. MH also advised that the Terms of Reference contained a list of membership of the Board that YQ could refer to.

DG offered further assurance that YQ had been on the circulation list and that all three MPs had attended today's virtual meeting.

BB thanked all for their time.

9. Date of Next Meeting

The next meeting will be organised by email.