CHEADLE TOWNS FUND BOARD MEETING

MINUTES

Date	9th April 2021 at 3.30pm	
Venue	MS Teams	
Present	Marge Falconer - Executive Director, BMI Circle Health, Alexandra Hospital Mary Robinson, MP - MP for Cheadle, Conservative Cllr. David Meller - Councillor Cheadle Hulme N. Labour Sharon Seville - Stockport Vice-President GM Chamber of Commerce Caroline Simpson - Deputy Chief Executive, SMBC Simon Elliott - Head of Rail Programme, TfGM Rosie Jenkins - Cities & Local Growth Unit, BEIS & MHCLG (advisor role) *Observers / Presenters* Cllr Keith Holloway - Councillor Cheadle & Gately, Lib Dem David Hodcroft - GMCA Robert Goulsbra - Head of Development and Regeneration SMBC Michael S. Fisher - Development and Regeneration Manager, SMBC Oliver Williamson - PA for Mary Robinson MP	
Apologies	Dr Viren Mehta - Cheadle Medical Practice Rob Munro - Chair of Cheadle Village Partnership Cllr. Tom Morrison - Councillor Cheadle Hulme N. Lib Dem	
Item		Actions
1.	**Welcome and Introductions**	
	MF chaired the meeting Apologies received as above CS introduced the agenda Actions from last meeting to be picked up during agenda items	Noted
2.	**Board ToR & Membership, Caroline Simpson, SMBC**	
	CS explained that in the current Board Terms of Reference there was no allowance for alternates if a Board member was unable to attend. Whilst this avoided different people attending the meetings, it did not allow for cross party representation if a member was absent for a significant period. The suggested amendment to the ToR is to allow alternates, subject to Board consent, and on an exceptional basis only.	Noted

	MF - was concerned that this change would be open to all Board members and it may affect attendance MR - said that the decision not to have substitutes was deliberate to keep the effective working of the Board. MR expressed concern if such a facility was open to all Board members. MR asked how long an absence would have to be to qualify. CS – Action taken to explore the potential length of absence and report back to the next Board as required. The Board agreed that Cllr Holloway could remain in the capacity of an observer for the current meeting.	**Action: CS** Agreed
3.	**Station Update, Simon Elliott, TfGM**	
	SE outlined the key five actions being taken forward in support of the Towns Fund Project Confirmation process and the need to address early on some of the Heads of Terms conditions. These are: 1) A narrative to accompany the Network Rail timetabling report 2) A review of the Station cost estimate, to include allowance for potential track and signalling costs 3) Agree draft Heads of Terms for the station land 4) Develop the options and a SWOT analysis for deliverability for the station, rail infrastructure and highways 5) Revisit the VfM metrics in relation to the capacity study.	Noted
	MR - confirmed that DfT had received Cheadle's New Station Fund bid and that the initial assessment had taken place. Outcome awaited. SE - provided an update on the work being progressed on the land arrangements. SE outlined a programme of the tasks required for the Project Confirmation submission. RJ confirmed that submissions were due 24th May.	Noted
4.	**Accelerated Fund Project Update, Michael Fisher, SMBC**	
	MSF – provided a progress summary of the Accelerated Fund projects. Projects are being delivered between March and June. There have been some delays due to the need to reconsult, supplier delays and logistics. MSF – confirmed that the £500,000 was fully committed.	Noted

	Progress is summarised below:	
	Jubilee Diamond Park: Path Upgrade - complete Equipment – on order expect delivery in April Sustainable Drainage System (SuDS) - works started 29/03 using the 'Learn to Ride' hardstanding for site storage Learn to Ride – delivery due end of April, works to follow the SuDS project	Noted
	Active Travel: Ashfield Road - detailed design complete. Likely to be on site late April School Streets pilot - start on site expected late April High Street Parklet - road safety audit means that the Parklet has moved a little to the east to avoid conflict with the Massie St. junction. Parklet ordered and highway works to commence in April. Installation date to be confirmed.	Noted
	Other Projects: Digital Information Point - supplier now selected. SMBC contractor to undertake the civils and highway works. Planning permission for advertisements being sought. Supply and installation to take 10 to 12 weeks. Assume mid to late June to allow commissioning. Councillor Lane - Trees planted. Works to start end of April Abney Hall Park - Wildlife improvements complete.	Noted
	DM – asked if the trial pit in Jubilee Dimond Park was successful. MSF to confirm. MR – asked if consultation had taken place on the new parklet location. MSF confirmed that it had. CS – picked up on the suggestion that before / after publicity and material is undertaken with the suggestion of arranging a site visit. MR - agreed MF – agreed that this would be a positive post Covid story	**Action: MSF** Noted
5.	**Capacity Fund and Towns Fund, Caroline Simpson, SMBC**	
	CS outlined that £40,000 additional Capacity Funding had been awarded. Together with the remaining £26,000 from the earlier award means that approximately £66,000 remains. CS - confirmed that more resources would be required to progress the project business plans and would seek approval for additional resources from the Council. RJ – confirmed that the Capacity Fund process was very competitive, and that no Town received the full amount The Board agreed to commit the remaining £66,000 to project development and business cases	Noted **Action: CS** Agreed

	CS – confirmed that how the fund is used across the projects would be reported back to the Board when fully known.	**Action: CS**
	CS explained the need to allocate the remaining £5.64m Towns Fund across Active Travel and the Eco Business Park projects. To be agreed at the next Board meeting prior to submission of Project Confirmation in May 2021. CS – noted that the above task could be dependent on whether any announcements had been made on the New Station Fund.	**Action: CS** Noted
6.	**Looking Forwards, Caroline Simpson, SMBC**	
	CS summarised the next steps as: • Progress the five actions for the Station • Redesign the Active Travel and Eco Business Park projects, including revised budgets and outputs • Agree in principle the revised project budgets at next the Board meeting in time for submission of the Project Confirmation submission. • Commit the £66,000 Capacity Funding to early feasibility work.	Noted
	Thanks were given by Board members to everyone who has been involved in bringing forward the Towns Fund work and the projects to date	Noted
	Next Towns Fund Board meeting was arranged for Friday 14th May 2021 at **3.30pm** via MS Teams.	

Abbreviations:
AF – Accelerated Fund (Towns Fund) BCR – Benefit Cost Ratio BEIS – Department for Business, Energy & Industrial Strategy CVP – Cheadle Village Partnership DIP – Digital Information Point DJP – Diamond Jubilee Park DfT – Department for Transport Green Book – a five point business case tool used by Government HMT – Her Majesties Treasury HoT – Heads of Terms LEP – Local Economic Partnership MCL – Mid Cheshire Line (railway) MHCLG – Ministry of Housing, Communities & Local Government NR – Network Rail NSF – New Station Fund (Round 3)

PF – Pell Frischmann
RYR – Restoring Your Railway (Ideas Fund)
SMBC – Stockport Metropolitan Council
SOBC – Strategic Outline Business Case
SWOT – Strengths, Weaknesses, Opportunities, Threats
SuDS – Sustainable Drainage System
TfGM – Transport for Greater Manchester
TIP – Town Investment Plan
ToR – Terms of Reference