

Kirkby Town Board

Heritage, High Streets & Transport Subgroup

Terms of Reference

Name	Kirkby Town Board - Heritage, High Streets & Transport Subgroup
Role	<p>To undertake the role of developing projects and grant funding programmes for the Long-term Plan themes of High streets, heritage, and regeneration and Transport and connectivity.</p> <p>This will include setting up grant schemes and providing information and recommendations on projects, including the proposed allocation of funding and award of grants to the Funding Subgroup.</p>
Chair	Teresa Jackson
Vice Chair	Dianne Holmes
Membership	<p>Kelvin Eatherington – Nottingham Trent University Amy Fox – Portland College Dianne Holmes – ATTFE Peter Cribb – Inspire Culture Teresa Jackson – AVA Angie Peppard / Pauline Stojanovic – Our Centre Roy Lewis – KARA</p>
Supporting officers	<p>Sarah Daniel – Assistant Director Regeneration, Ashfield District Council Christine Sarris – Assistant Director Planning, Ashfield District Council Paul Crawford – Investment Manager, Ashfield District Council Sarah Vaughan – Wellbeing Officer, Ashfield District Council</p>
Direction from	Kirkby Town Board and Funding Subgroup
Direction to	Kirkby Town Board
Communication to	Kirkby Town Board, Ashfield District Council S151 Officer, Kirkby Town Board Subgroups
Meeting Frequency	As and when required
Decision Making	Whilst the aims of the subgroup are always to have a consensus in decision making, any items requiring a vote will be conducted in an open manner. In the event of a tied vote, the chair shall have one casting vote.
Quorate requirement	1/3 of members
Minuted by	Ashfield District Council

Responsibilities	<ol style="list-style-type: none">1. Support the development of business cases and project proposals for Long-term Plan and related projects2. Set up and oversee grant schemes where required. Raise any identified matters for discussion at the Subgroup meetings.3. Ensure resourcing capacity is available to undertake the agreed tasks within the agreed timeframes.4. Provide feedback on the business cases and project proposals and recommendations on the award of grants and allocation of funding to projects to the Funding Subgroup5. Provide recommendations to the Funding Subgroup and Board regarding approval of business cases and project proposals.6. Follow the Kirkby Town Board Constitution, including declarations of interest etc.7. Uphold the Seven Principles of Public Life (the Nolan Principles).
Approved Date: 18 th September 2024	
Signed by Chair – T. Jackson	