



Agenda

Discover Ashfield - Board Meeting

Date: **Friday, 24th July, 2020**

Time: **9.00 am**

Venue: **Virtual Meeting**

For any further information please contact:

Lindsey Kenworthy Tel: 01623 457201

DISCOVER ASHFIELD - BOARD MEETING

Attendees

Callum Par	Youth Mayor
Carol Cooper-	Chief Executive, Ashfield District Council
Chloe O'Donnell	Idlewells Shopping Centre, Sutton
Cllr Christian	Ashfield District Council – Scrutiny Rep
Cllr Helen-Ann	Ashfield District Council – Deputy Leader
Cllr Jason	Annesley and Felley Parish Council
Cllr Matthew Relf	Ashfield District Council – Portfolio Holder, Planning & Regen
Darron Ellis	More to Discover Theme Lead
David Ainsworth	NHS
David Jackson	East Midlands Outlet – Centre Manager
Derek Higon	Service Director, Place and Communities, Notts County
Edward Johnstone	Portland College – Assistant Principal
Fiona Anderson	NTU
Gary Baird	Disability Nottinghamshire
Gary Jordan	Mansfield and Ashfield 2020 – Chair
Jon Ball	Ashfield Chad
Kathryn Stacey	Citizens Advice Ashfield -CEO
Lee Anderson, MP	MP for Ashfield and Eastwood
Liz Barrett	Academy Transformation Trust FE
Louise Knott	West Notts College (VICE CHAIR)
Mark Spencer, MP	MP for Sherwood
Martin Rigley	Lindhurst Engineering (CHAIR)
Melanie Phythian	Towns Hub – Policy Advisor, Cities & Local Growth Unit
Nicola McCoy-	Group Manager Growth & Development, Notts County
Pete Edwards	Health & Wellbeing Chair
Rachel Quinn	D2N2 LEP
Robert Orgill	Rolls Royce
Sharon Huttly	NTU
Simon Martin	Academy Transformation Trust Sutton Academy - Principal
Teresa Jackson	Ashfield Voluntary Action
Theresa	Ashfield District Council – Director of Place and Communities
Tom Goshawk	D2N2 LEP – Head of Capital Programmes
Vicki Dyer	DWP – District Operations Lead

Supporting officers from Ashfield District Council

Andrea Stone
Darowen Jones
Katherine Green
Lindsey Kenworthy
Sarah Daniel
Trevor Middleton

AGENDA

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- 3. Declarations of Interest**
- 4. Board Membership - Martin Rigley**
- 5. Towns Funding - Sarah Daniel**
 - Update on the Towns Fund and Future High Street Fund – Sarah Daniel
 - Digital Skills and access in Ashfield – Rachel Quinn
 - Towns Fund – feedback from the steering group meeting - Sarah Daniel/Councillor Relf
- 6. Reports Back from Delivery Group** 1
 - 5.1.1 Succeed in Ashfield – Martin Rigley 7
 - 5.1.2 Love where you Live – Liz Barrett 1
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 - 5.1.4 Be Healthy, Be Happy – Pete Edwards
 - 5.2 Ambassador Update – Trevor Middleton/Martin Rigley
- 7. Board Member Updates - ALL**
- 8. Any Other Business - ALL**
- 9. Date of Next Meeting**
 - Wednesday 26th August 2020 at 9am for 9.15 start

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MINUTES OF DISCOVER ASHFIELD ANNUAL GENERAL BOARD MEETING

**Meeting held at Ashfield District Council
 On Wednesday 24th June 2020 at 9:00am**

PRESENT:

Andrea Stone	Ashfield District Council (Supporting Officer)
Callum Par	Youth Major
Carol Cooper-Smith	Ashfield District Council
Christopher Baron	Office Manager for Ashfield & Eastwood MP Office
Cllr Helen-Ann Smith	Ashfield District Council – Deputy Leader
Cllr Matthew Relf	Ashfield District Council – Portfolio Holder, Planning & Regen
Derek Higton	Notts County Council – Service Director Place & Communities
Edward Johnstone	Portland College – Assistant Principal
Gary Jordan	Mansfield and Ashfield 2020 – Chair
Liz Barrett	Academy Transformation Trust FE
Mark Yates	NHS representative for David Ainsworth
Martin Rigley	Lindhurst Engineering (CHAIR)
Melanie Phythian	Towns Hub – Policy Advisor, Cities & Local Growth Unit
Pete Edwards	Health & Wellbeing Chair
Prof. Mark Biggs	NTU – Pro Vice-Chancellor & Head of College
Rachel Quinn	D2N2 LEP
Sarah Daniel	Ashfield District Council (Supporting Officer)
Sharon Huttly	NTU
Simon Martin	Academy Transformation Trust Sutton Academy - Principal
Teresa Jackson	Action Voluntary Action – Mansfield
Theresa Hodgkinson	Ashfield District Council – Director
Trevor Middleton	Ashfield District Council
Vicki Dyer	DWP – District Operations Lead
Will Morlidge	D2N2 Representatice

MINUTES:

Lindsey Kenworthy	Executive Project Assistant
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IN ATTENDANCE:

Paul Crawford	Ashfield District Council – Place & Projects Officer
Will Kent	Ashfield District Council – Place & Projects Officer

APOLOGIES:

Chloe O’Donnell	Idlewells Centre
Cllr Christian Chapman	Ashfield District Council – Scrutiny Rep
Cllr Jason Zadronzy	Annesley and Felley Parish Council
Darowen Jones	Ashfield District Council (Supporting Officer)
Darron Ellis	More to Discover Theme Lead
David Ainsworth	NHS
David Jackson	East Midlands Outlet – Centre Manager
Fiona Anderson	NTU
Gary Baird	Disability Nottinghamshire
Jon Ball	Ashfield Chad
Katherine Green	Ashfield District Council Comms (Supporting Officer)
Kathryn Stacey	Citizens Advice Ashfield -CEO
Lee Anderson, MP	MP for Ashfield and Eastwood
Louise Knott	West Notts College (VICE CHAIR)
Mark Spencer, MP	MP for Sherwood

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Nicola McCoy-Brown
Robert Orgill
Tom Goshawk
Will Morlidge

Notts County Council – Group Manager Growth & Development
Rolls Royce
D2N2 LEP – Head of Capital Programmes
D2N2 Representative

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	Action	Lead
1.	Welcome/Introductions and Apologies	
	<p>The Chair, Martin Rigley welcomed everyone to the virtual meeting where everyone introduced themselves. Virtual etiquette was discussed. Will Kent and Paul Crawford were in attendance at the meeting to present Item 4b. Melanie Phythian, Assistant Area Lead for BEIS (Business, Energy and Industry Strategy) introduced herself and discussed her role. Everyone welcomed her to the Board. Apologies were received and it was noted that:</p> <ul style="list-style-type: none"> • Chris Baron, representing Lee Anderson. • Derek Higton, will be the representative for NCC moving forward but Nicola McCoy-Brown will still need to be part of the Board receiving information. • Mark Yates, representing for David Ainsworth, NHS. 	
2.	Minutes of Previous Meeting 22nd April 2020 and Matters Arising	
2.1	Minutes of meeting 22 nd April 2020 were agreed as a true and accurate records.	
2.2	Matters Arising	
2.2.1	<p>8.1 Minute Item – (date: 22/04/2020) Sherwood Observatory Development - Bridging Finance to remain as an outstanding item:</p> <ul style="list-style-type: none"> • Bridging Finance was discussed and Councillor Relf believes this is still available and would investigate. 	Cllr Relf
2.2.2	8.5.4 Minute Item – (date: 22/04/2020) Be Healthy, Be Happy – Wellbeing at Work presentation will be scheduled for October Board meeting this is due to the delay in it being launched.	LIK/AMS
3	Declarations of Interest	
	No declarations of interest .	
4	Funding/Board Support	
4.1	Update to the Towns Fund and Future High Street Fund	
	Service Manager for Place and Wellbeing, Sarah Daniel provided a synopsis of the report that was circulated with the agenda. Discussions took place with the following being noted:	
	<ul style="list-style-type: none"> • Chris Baron informed that consideration with regards to the Maid Marion Line extension would be a great opportunity to Ashfield and could be included with the Restoring Beeching Fund. Agreed. 	
	<ul style="list-style-type: none"> • Towns Fund bid will be submitted in October. 	
	<ul style="list-style-type: none"> • Need to include economic turnaround over a decade including economic recovery from Coid-19. 	
	<ul style="list-style-type: none"> • Town deals will cover a period of up to five years. 	
4.2	Towns Fund Public Consultation Feedback and Discussion	
	Paul Crawford and Wil Kent, Place and Project Officers presented the feedback from the Towns Fund public consultation.	
	<ul style="list-style-type: none"> • Gary Jordan raised the issue of bike to work scheme incentive. Discussions took place and how this would this be marketed to get viable engagement. Edward Johnston informed that this is something that 	

	Portland College are trying to advocate at the moment to incentivise independent travel. Would like to link into to a local bike shop within Ashfield that could benefit from the business.	
	<ul style="list-style-type: none"> Agreed that there is a need to more forward and not look back build 'communities for the future'. 	
	<ul style="list-style-type: none"> Sailing Club – having meetings with them. Currently operating as a private club which means you have to be a member. Would like to see it open for drop in type sessions. Chris Baron stated that Sutton Sailing Club is private and membership only as there are licensing implications with regards to sailing etc. and a drop in session are not feasible. Councillor Relf informed that it would be advantageous to look at having a more organised event and also drop in sessions. 	
	<ul style="list-style-type: none"> Looking at having a Football Club on Sutton Lawn similar set up to Kingsway Park. Chris Baron raised that should further development would need to ensure that access onto the site needs to be resolved as it was only recently that travellers were on The Lawn. 	
	<ul style="list-style-type: none"> Camping site currently located in Teversal but need to have this facility across all areas of Ashfield. 	
	<ul style="list-style-type: none"> Kingway Park already has an established football club operating from this site and looking to develop further. Question was raised about other sports and developing it further should not just be football. It was confirmed that there have been other sport activities such as Hockey but within Ashfield football seems to be in demand more than other sport. Will consider all options to ensure full usage of sporting areas. 	SD
	<ul style="list-style-type: none"> Pete Edward raised that when carrying out any development need to ensure that it is accessible to all including wheelchair users. Also need to ensure that there are disabled changing facilities located within key areas. Teresa Jackson reported that looking at funding for changing facilities within Idlewells. 	SD
	<ul style="list-style-type: none"> Succeed in Ashfield – discussed the current local development at the back of Kingsmill Reservoir and how many jobs would this create; approximately 1,500. It was noted that at present there is a none closure so cannot released information at this stage but the CEO of Ashfield and the DWP are liaising with the organisation with regards to employment opportunities for Ashfield residents. Edward Johnstone raised Portland Pathways and would like to have residents considered where possible. Completion date is likely to be October and then open to trading in December so a very short time frame. 	
	<ul style="list-style-type: none"> It was noted by Rachel Quinn that it is good to see such strong support from the general public in support of public transport and also for walking and cycling so a great infrastructure needs to be applied. Teresa Hodgkinson, Director of Place and Communities informed that train station masterplans are in draft and the next stage is to consult with the public. Teresa Jackson of AVA informed that residents around Kingsmill Reservoir would need to be consulted as it is already overcrowded with parking which affects residents nearby so if a train station was to be located nearby then would need to ensure adequate parking and traffic flow around the area. This will be something that will involve negotiation with Notts County Council. 	
	<ul style="list-style-type: none"> Simon Martin reported that there is a need to have connectivity within Ashfield such as more electric charging points within key areas. This is something that has been raised within towns funding workshops and is a priority. 	

	<ul style="list-style-type: none"> Professor Biggs reported that there is a need to have better wifi connectivity so need to develop 'smart places' in and around Ashfield towns. This is something that NTU could help with. 	
	<ul style="list-style-type: none"> Agreed that the slides from the consultation would be shared with the Board. 	LiK
	<ul style="list-style-type: none"> Sarah Daniels informed there is a need for subgroups following this piece of work and asked for Board Members' participation. Agreed that there are key people needed on both groups Sarah Daniel to look at the membership of each group and contact those that would be required. 	SD
	<ul style="list-style-type: none"> Thanks were given to Paul Crawford and Will Kent for their work and contributions to the feedback information. 	
5.	Reports Back from Delivery Group	
5.1.	Succeed in Ashfield	
	Martin Rigley, Theme Lead provided a verbal update with the following being noted:	
	<ul style="list-style-type: none"> There has been a lot of activity within the Succeed in Ashfield and dates of all the meetings can be found on the report which will be attached to the minutes. 	
	<ul style="list-style-type: none"> Starting early discussions re- establishing an AMRC in our community and the work done in identifying priority themes. 	
	<ul style="list-style-type: none"> Martin Rigley, The Chair has had a virtual meeting with David Jackson the new Manager of the East Midland Outlet this was really useful. Theresa Hodgkinson, Director of Place and Communities informed that she too had been liaising with David Jackson and it was really useful and following that Ashfield District Council's Chief Executive, Carol Copper-Smith and The Leader, Councillor Jason Zadrozny have also made a visit to the outlet. The opening of the shops at the outlet has been carried out successfully. David Jackson will be part of the Board and may even become a member of the Delivery Group. 	
	<ul style="list-style-type: none"> Planning for virtual Ambassadors meeting in July, a great way to show the Ashfield community we are resilient and open for the business of place marketing. 	
5.1.2	Love Where You Live	
	Liz Barrett, Theme Lead reported that at present work is continuing in the back ground but the focus has been to help support the community. The following was noted:	
	<ul style="list-style-type: none"> Sutton Academy food bank continues to be very busy supporting the community. 	
	<ul style="list-style-type: none"> Activity packs that were sent out to families these were well received. Thanks were given to Andrea Stone at Ashfield District Council as around 2000 art packs were supplied to families within the disadvantaged areas. 	
	<ul style="list-style-type: none"> Liz Barrett informed that it would be great to continue to use art as a positive for the area so would like to expand on that, with art work being displayed on lampposts etc. This is to be developed. 	LB
	<ul style="list-style-type: none"> Teresa Jackson, Manager of AVA stated that they continue to support the whole of Ashfield as the demand is still high. Liz Barrett informed that there is a need to be more active within the other areas of the Ashfield as predominately the work she delivers is more Sutton based so need to forge links. 	

	<ul style="list-style-type: none"> Edward Johnson, Assistant Principal at Portland College informed that they have been supporting the community with food also following his suggestion last time. Thanks were given to Portland College. 	
	<ul style="list-style-type: none"> Digital footprint was discussed and it was felt that it would be useful to be developed. 	
	<ul style="list-style-type: none"> It was also agreed that it would be useful for Callum Parr to become a part of the Love Where You Live group. 	LB/LiK
5.1.3	More to Discover	
	Apologies were received from Darron Ellis, Theme Lead but the following was noted:	
	<ul style="list-style-type: none"> Work continues with Sherwood Observatory to do a display within Idlewells this should hopefully now progress. 	
	<ul style="list-style-type: none"> Darron Ellis is very active on social media displaying great pictures of the area, past and present. 	
5.1.4	Be Healthy, Be Happy	
	Pete Edwards, Theme Lead provided an update with the following being noted:	
	<ul style="list-style-type: none"> So far, Notts County Council have awarded £35,000 to Ashfield based organisations, and a further £34,025 to organisations working in multiple districts including Ashfield through the COVID-19 Community Fund. 	
	<ul style="list-style-type: none"> ADC are recruiting a second H&W Officer. Over 60 applications were received, with many strong candidates. Interviews have taken place, and pending suitable references should start mid-August. They will be the theme lead for Love Where You Live and Dianne Holmes will pick up Be Healthy, Be Happy. Both will be involved in delivery of the actions within the DA Delivery Plan. 	
	<ul style="list-style-type: none"> There will be another campaign boost for 'We Are Undefeatable' starting 24 June – please promote were possible. This campaign encourages those with disabilities or long term health conditions to be physically active. 	
	<ul style="list-style-type: none"> Pete Edwards full report will circulated with the minutes. 	
5.2	Ambassador Update	
	It was noted that Trevor Middleton is working with West Notts College to provide a virtual Ambassadors meeting. Likely to be Monday 27 th July. There will be two aspects to this; introducing new Ambassadors and then working with existing Ambassadors. There is a need to involve Ambassadors more in Discover Ashfield. One of the main topics for discussion will be 'How has Covid 19 affected our community and how can Ambassadors help'.	TM
6	Board Member Reports	
	Theresa Hodgkinson, Director of Place and Communities informed that Ashfield have recruited two Senior Economic Development Officers and also a looking at recruiting a Discover Ashfield Project Officer. This post is likely to be a graduate post.	
7	Any Other Business	
7.1	Board Members	
	Martin Rigley, Chair informed that this will be a standard item on the agenda in future. It has been suggested by Pete Edwards that Rev'd Canon Fiona	

	Shouler, Area Dean of Newstead becomes a Board Member. Pete Edwards proposed this and Martin Rigley, The Chair seconded the proposal. Councillor Relf objected and stated that there are multi faiths within the Ashfield area and that there is a need for all to be represented, not just CofE. Agreed at this stage not to appoint and to look at if there is an interface link that links into all multi faiths. A separate meeting to be arranged outside of this meeting.	
	Martin Rigley, The Chair thanked Professor Biggs from NTU for his contribution to the Board. Professor Biggs was wished success in his new role and Sharon Hutley was welcomed to the Board.	
8	Date of Next Meeting	
	Friday 24th July 2020 at 9am – virtual meeting.	

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Board Meeting : 24th June 2020**Succeed in Ashfield Report**

Theme Lead: Martin Rigley

Represented DA at the following Meetings:

Activity	Dates
Meetings with Love Where You Live Theme Lead Liz Barrett (3)	27/04, 28/05, 09/06
Meetings with Mansfield & Ashfield Chair Gary Jordan (8)	28/04, 05/05, 12/05, 19/05, 26/05, 02/06, 09/06, 16/06
Meetings with Mansfield Place marketing Chair Andrew Cropley (1)	28/02
Advanced Manufacturing Research Centre (AMRC) Stakeholder Meetings. (2)	30/04, 11/05
East Midlands Chamber of Commerce Board Meetings (4)	30/04, 14/05, 11/06, 18/06
Introduction to Discover Ashfield with David Jackson Mcather Glen (2)	01/05, 06/05
East Midlands Chamber of Commerce Skills & Communities Meetings (1)	12/05
Discover Ashfield Delivery Group Meetings (2)	13/05, 10/06
ATTFE Local Area Committee Meetings (1)	18/05
Mansfield & Ashfield Astronomy Society Project Board Meeting (2)	18/05, 22/06
BEIS Round Table Covid 19 discussion with Midlands LEP's and Minister Nadhim Zahawi Under-Secretary of State for Business (1)	22/05
Meeting with Trevor Middleton to start preparation for next DA Ambassadors event in July (1)	17/06

Highlights:

1. Planning a virtual business summit with MA 2020 for late summer, early autumn.
2. Starting early discussions re- establishing an AMRC in our community and the work done in identifying priority themes.
3. Establishing new links with the Mcather Glen and the offer of closer connections
4. MSAS Planetarium project still progressing despite the impact of Covid 19, but within a new time frame.
5. Asking the opening question at the BEIS Round Table around support for business post lockdown. Response was all around a focus on accelerating infrastructure spend.
6. Planning for virtual Ambassadors meeting in July, a great way to show the Ashfield community we are resilient and open for the business of place marketing.

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Be Healthy, Be Happy – Theme Lead Update 24.06.2020

A few members of the H&WP met virtually for the second time and a full meeting will be held virtually on 6th July 2020, actions undertaken include:

- An e-mail has been sent to all members, as we were unable to hold the AGM. Members were asked to let us know if they had any objections to PE remaining Chair, DH Secretary, RP as Vice Chair and AS as treasurer – no objections have been received
 - Supporting foodbanks across Ashfield with funding support and supplies
 - ADC allocated 12 organisations a total of £10,000 to support their efforts to help vulnerable residents during this situation
 - Activity packs have been put together and are being distributed via foodbanks, contacts in priority places and through complex case team
 - Over 100 Dementia packs have been distributed to carers and those living with dementia
 - AVA continue to support vulnerable residents with shopping, medicine collection and befriending
 - Opportunities are developing to engage with residents through the above, which will help us in our priority place work in the future
 - Feel Good Families are looking at golf and tennis related activities as these are now allowed, along with semi-permanent trails in the main parks.
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- Work is beginning on refreshing the Active Lifestyles Strategy, the data needs to be refreshed, and consultation will take place with residents and stakeholders. We would like to hold a consultation session with the Board later in the year.
 - Ashfield Leisure Centres remain closed, the theme group will need to consider how we can support participation in centres once restrictions are lifted and also how we capitalise on those who have become more active since the lockdown came into place. ADC and Everyone Active are working closely together to agree the best way to reopen the centres promptly, once Government give the green light to do so.
 - ADC are recruiting a second H&W Officer. Over 60 applications were received, with many strong candidates. Interviews have taken place, and pending suitable references should start mid-August.. They will be the theme lead for Love Where You Live and Dianne Holmes will pick up Be Healthy, Be Happy. Both will be involved in delivery of the actions within the DA Delivery Plan.

- There will be another campaign boost for We Are Undefeatable starting 24 June – please promote where possible. This campaign encourages those with disabilities or long term health conditions to be physically active.
- So far, Notts County Council have awarded £35,000 to Ashfield based organisations, and a further £34,025 to organisations working in multiple districts including Ashfield through the COVID-19 Community Fund.

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Discover Ashfield Virtual Meeting

27th July 2020 18:00 – 20:30

Agenda

1. Welcome and introduction to the DA meeting
2. Discover Ashfield - What we are about
3. New Ambassador introductions and welcome
4. Towns fund update
5. Ambassador update
6. Topic - How has Covid 19 affected our community and how can we, as Ambassadors help?
 - Theme leads; Be Healthy Be Happy; Love Where You Live; More to Discover; Succeed in Ashfield
7. Topic – reaching out to new opportunities for DA
 - *How can we involve more individuals in DA, what's needed?*
Group conversation
8. AOB
9. Date of next meeting
10. Thanks and Close

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