**St Austell Revitalisation Partnership:**

Date: 21 December 2021

Locations: Via TEAMS

Time: 10.30am

Chaired by James Staughton.

**1.Attendees:**

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| Peter Moody (St Austell Printing Co), Richard Pears (Cllr), Cllr Deborah George (Town Cllr), Cllr Malcolm Brown (Town Council), Mark Lewis (Lewis Estate Agency), Mark Williams (WTW Cinemas), Nartercia Hughes (NHS).  **Advisors**: David Pooley (Town Clerk), Sara Gwilliams (Deputy Clerk Town Council), Rachel Smith (CC), Louise Wood (CC) Mark Ellis (CC), Bill McCardle (Town Council), Rachel Galbraith (CC) |

**Apologies:** Steve Double (MP), Rev. Howard Flint (Holy Trinity), Anne Double (Cllr), Dr Stewart Smith (NHS), Dale Lovatt (Business Improvement District), Cllr Crystal Pearce (Town Council), Caitlin Lord (CC), Chris Sampson (Community), Ann-Marie Rogers (Ocean Housing), John Watkins (WRP), Kym O’Mara (Cornwall College), Sandra Heyward (Market House), Jordan Rowse (Cllr), Caitlin Murray (CC),

**Actions:**

JS welcome to Tash Hughes from the NHS attending on behalf of Dr Stewart Smith and Bill McCardle who has joined as the recently appointed Regeneration Officer for the Town Council.

JS opened the meeting and welcomed everyone and noted the above apologies.

BM – introduced himself and his background.

**2. Review of notes of the previous meeting:**

Town Council/Market House conversation with Caitlin Lord on Trompe d’Oeil mural – ongoing. (CL)

Awaiting the update from Housing (LW)

January the last meeting as chair for JS - To appoint a new chair ( ALL)

All other actions were closed.

**3. Timelines and Procurement – Town Council**

DP took his report to members on the Dec 13th. The governance paper was approved, and the procurement strategy approved.

DP was authorised to start on the procurement exercise (theme 1). They agreed next steps. Induct the regeneration officer. Another to work up more detail for the specifications of outputs. Started the draft of spec 1 and plan to look at community engagement first.

DP stated he was creating a project plan and indicated they hoped to get this out to tender end of Feb/early March with appointment in April.

JS will tranches run concurrently? DP stated some may be concurrent but we need to resolve the community engagement in the first instance.

MB wanted to understand about the process involved in approving the procurement. The role of the wider partnership? Although ultimately responsible for the process the Town Council will seek democratic agreement with the wider Partnership to sign off procurement.

DP said the Partnership and Town Council are key and both will need to gain approvals in the early new year for the framework. DP will be bringing to the bodies for approval.

**4.Next Steps**

Awaiting on DP and Town Council discussion and project plan.

BM – request to meet and talk to the board and other community players as possible within January. BM to be in contact.

MB know CC facing budget cuts - is the budget allocated from CC secure? LW do not think the grant award is at risk as already committed. Any additional funds are under review, revenue and capital. Be mindful with the staffing space too.

RP echoes BM comments.

DP reassured the partnership that the funds are with the TC.

JS wished everyone a Merry Christmas.

The meeting closed at 11am.

**5.AOB**

6.Date of the next meeting: 20th January 9.30am