Cleator Moor Town Deal Board

22 May 2026, 10:00 – 12:00

Via Microsoft Teams

Action	Owner

Decision	Owner/Date

No.	Item
1	**Welcome and introductions / apologies / declarations of interest** <u>In attendance</u> Bob Metcalfe (BM), Joanne Crowe (JC), Bernard McDowell (BMc), Cllr Michael Eldon (ME), Paul Rowe (PR), Dave Banks (DB), David Farell (DF), Peter Burns (PB), Robert Docherty (RD), Debbie Kavanagh (DK), Liz Fitzsimons (LF), Ellie Richardson (ER), Victoria Kelsall (VK). <u>Apologies</u> Michael Pemberton, Gary McKeating, Steve Morgan. No new declarations of interest.
2	**Review of minutes** The Board approved the minutes from the meeting held on 23rd February 2026. The minutes will now be uploaded to the Cleator Moor Town Deal webpage.
3	**Actions from previous meeting** No. 18 – In progress. No. 30 – Complete. The Town Council have liaised on this - Town Deal will provide the cameras and the Town Council have committed to providing the finance for the monitoring of the cameras. No. 31 – In Progress – Discussed in item 6. Issues to be raised again by RD. No. 32 – In Progress – Discussed in Item 6. No. 33 – In Progress – Discussed in Item 6. No. 35 – In Progress. No. 36 – To carry forwards.
4	**MHCLG 6 Monthly Programme Performance & Monitoring Report** DK presented the update covering October 2025 to March 2026. There are some changes to the content of this report following guidance from MHCLG, including: • Client comments are now required in more detail, with MHCLG looking for information on programme progress/health. • Information required on significant changes and challenges. • Risk RAG has been replaced with Stakeholder Engagement RAG. • RAG guidance has been updated and is included in the report. • Programme level risks no longer have RAG ratings and are instead described in detail.

	The report will be presented to the board as normal for oversight, however it does not require Board sign-off.
5	**Project Change Controls** - **TD.06 Enterprising Town** – relating to site location and hub design. - **TD.13 Connected Town** – to rebaseline milestones. Approved change controls are presented to the board as part of our governance process. The changes presented will have been discussed with the board in previous meetings.
6	**Project Updates** VK presented the update. <u>Revitalised Town</u> • PEC 3 complete and handed over. • Tendered for community hub works. Awaiting internal governance before sign-off. • Planning application for community hub granted. • Library relocated to PEC to enable works to be carried out. • Work to commence on site in June/July 2026, with estimated completion of September 2027. JC fed back to the Board that, following the handover of PEC 3 on 13 February, the building reached 96% occupancy within 4-5 weeks. This demonstrates the demand for the office space and the need for this project within the community. Subject to internal sign-off of the contract award, a Community Hub inception meeting will take place in early June. BM raised concern that there is no tenant/end user identified for the Community Hub at the moment. RD explained discussions are ongoing. BM raised PEC haven't received Heads of Term's to allow them to have discussions during their board meetings. Discussions are ongoing with the CC property team and PEC, but things are moving slowly. PR gave some background, explaining a meeting was held in February 2025 to discuss Phoenix Youth using the building and the costs associated, with the understanding Heads of Terms would be received in March 2025 and that by May they would have the lease. This has not happened, and they have received no draft Heads of Terms, costs, or anything in writing. Concerns raised about unknown costs and fees for moving into their new office and youth centre. JC explained there is a bottleneck whilst they are waiting for the Heads of Terms. The PEC board of directors have not seen any Heads of Terms and cannot commit to the community chambers without seeing the necessary documents. RD invited board members to reach out to him when issues arise requiring escalation. **ACTION No.31: (RD) To escalate issues with the Heads of Terms with Thomas Lydiate.** DF voiced that the Town Centre is the most important aspect of the programme for him personally and the progress on this is disappointing. RD explained anytime an issue with progress has been raised with himself he has escalated it and will do so again now that the issue has been brought to his attention. <u>Healthy Town</u> In the final phases of fit-out, with completion expected at the end of June followed by handover to the operator – Everyone Active. Public opening event to be arranged with the operator. BM mentioned that the board have recently visited the centre and were impressed with the progress on the project.

	Connected Town
	• Stage 3 designs complete. Design services procured to progress stage 4 designs.
	• Delivery timescales dependent on internal highways team. When designs are complete, they will liaise with highways internally to understand timescales for the project work.
	BM would like to see a public meeting when these designs are ready. VK confirmed a public engagement event will be arranged to help inform the next phase of designs, estimated around June/July. RD noted there is an outstanding action relating to Connected Town designs which an engagement event would cover.
	
	JC raised the concern that, in earlier designs, there was designated parking on Bowthorn Road with a verge running the full length of the road, but this has disappeared in more recent designs. She previously raised this in the informal meeting and would like this looked in to. RD noted that this links to outstanding Action No. 32, and that the designs will be shared so the board can provide their input.
	
	Enterprising Town
	• Brannon's unit demolition has commenced. Soft strip and asbestos removal complete.
	• Completion expected in October.
	• Innovation Hub:
	  o RIBA 3 designs complete, RIBA 4 designs expected in July.
	  o Planning application to go to planning committee in July.
	
	PB queried when the existing units will be refurbished explaining a planning application was submitted for this in 2022.
	BM seconded that clarification is needed on refurbishment proposals as they were part of the original project proposals the board had agreed.
	VK to take this away and confirm with Town Deal Board members via email.

7	**Any other business / next steps** Interim meeting to be arranged end of June/start of July. Next board meeting to be arranged and meeting invitation to be circulated with the board. Chair closed the meeting at 10:54.