

## **ELLAND TOWN BOARD MEETING**

Monday 23<sup>rd</sup> May 2022

Southgate Methodist Church, Elland

### **MINUTES**

#### **Present:**

Cllr Victoria Porritt (Chair)  
Cllr Sarah Courtney  
Cllr John Ford  
Cllr Angie Gallagher  
Cllr Christine Prashad  
Harriet Fletcher  
Graham Hale  
David McCorie  
Samantha McCormick (attended virtually)  
Mark Patterson  
David Wilkinson

#### **Council officers in attendance:**

Kate McNicholas, Assistant Director – Economy, Housing & Investment  
Alan Lee, Corporate Lead for Corporate Asset & Facilities Management  
Rob Summerfield, Corporate Lead for Major Projects  
Tahira Iqbal, Principal Cohesion & Equality Officer  
David Brownridge, Place Development Officer

#### **Apologies:**

Cllr Jane Scullion  
Raj Beadle  
Andrew Pitts, Assistant Director - Neighbourhoods  
Graham Gibbons, Principal Neighbourhood Co-ordinator - Valleys

#### **1. Welcome and Introductions**

Cllr Porritt welcomed Board Members to the meeting and welcomed the fact that following recruitment we now have a full complement of members. In introducing themselves, Board Members gave a brief outline of their interests and goals.

#### **2. Declaration of Interests**

KM shared hard copies of the Register of Interests form that Board members are required to complete as part of the Board's good governance and transparency. Elected Members

are not required to complete the form. If any Board Members have any queries, please contact Kate McNicholas.

**Action:** KM to circulate the form.

**Action:** Board members to complete and return the form.

The Chair reminded the Board how and when to declare an interest within Board Meetings. No declarations of interest were made.

### 3. Terms of Reference and Governance

The Terms of Reference were **agreed** by the Board, with the objectives (that have been informed by community feedback) forming the focus for the Board's workplan.

The Board **agreed** David Wilkinson as Deputy Chair. The role of Chair and Deputy Chair will be reviewed annually.

**Action:** KM to revise the Terms of Reference to reflect these decisions.

The Board will meet bi-monthly on a Tuesday, with scheduled Board Meetings being held in public.

### 4. Delivery Update

RS gave an update on delivery within the Calderdale Next Chapter Programme, and specifically focused on Elland. The Future High Street Fund Programme is scheduled for delivery by March 2024.

It was confirmed that the Promenade on the A629 would be reinstated. The cycle route from Elland to Ainley Top remains in the programme and will continue from Ainley Top into Kirklees. If Board Members would like further information at a future Board Meeting, Kirklees Council Officers could be invited to provide further detail. Work is also underway to ensure that in the context of rising construction and supply costs the schemes remain deliverable.

There was a discussion around communication and business engagement, and the role of the Board in addressing locally expressed concerns. Progress has been updated to businesses through a newsletter and online networking session.

**Action:** RS to share the newsletters that have been published to date and ensure Board Members are on the circulation list.

Concern was expressed about the level of detail provided and it was agreed further information should be shared at the next Board Meeting, which should be open to the public. In particular, there was a discussion around local concerns regarding parking, and an interest in access and delivery times proposed. The local Ward Forum may be an appropriate arena for further discussion with the public.

**Action:** RS to bring colleagues and a more detailed update on the developing plans to the next meeting.

**Action:** KM to share the previous Elland Masterplan with the Board as context, given it provided the basis of the Future High Street Fund bid.

The Board expressed their desire to support the schemes locally, and the need for a level of detail to be available to help them to do so.

The Council's access package is dependent on the new train station, which is a West Yorkshire Combined Authority led project.

**Action:** RS to provide detail on car parking and EV charging numbers for the new facilities at Elland station.

There was a discussion around the specifics of plans for parking. The economic benefits of pedestrianisation were discussed in terms of encouraging people to stay (and spend) for longer.

The potential to support businesses within Elland was discussed.

**Action:** DB to bring an update on the work of the Place Development Team to a future Board Meeting.

## **5. Developing the Board Work Programme**

There was a discussion around the identity and purpose of Elland and how it could be marketed to and for residents, businesses and visitors. The importance of making links to the businesses at Lowfields was discussed. The soon to be launched Culturedale brand may provide some useful resources. MayBe are also supporting businesses locally with their online presence. Rachel Lappin can provide further information.

**Action:** HF/DM to establish a Working Group around identity and promotion and provide an update on progress at a future Board Meeting.

**Action:** KM to pass on Rachel Lappin's contact details.

There was a discussion around the potential to encourage Dobson & Sons to consider the future of their museum, in the context of exhibitions, tours or open days. It was agreed the Working Group would review current assets, including social media channels and the booklet that has been previously produced.

## **6. Any Other Business**

The new Towns Regeneration & Resilience Programme Manager starts on 1<sup>st</sup> July. KM is the point of contact until then. KM thanked TI for all her support in assisting in bringing the Board back together.

AP and AL are the key contact points within the Council to champion Elland and act as Senior Responsible Officers for the Town Board.

Concern expressed around access via a dropped kerb relating to NGN roadworks on Church St / St Mary's Gate.

**Action:** VP to investigate access issue.

## **7. Date of Next Meeting**

6.00pm Tuesday 19<sup>th</sup> July 2022 at Southgate Church, Elland.