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| Originated by: RLW | Date approved:  | Revision No:  | Filed: Shared drive |
| **Meeting Title** | **Torquay Town Deal Project Board Meeting** |
| **Date/Time** | 4th October 2024 |
| **Venue** | Board Room, Torquay Town Hall/Teams |
| **Attendees** | Vince Flower (VF) – ChairCllr Steve Darling MP (SD) – Vice ChairCllr Chris Lewis (CL)David Carter (DC)Chris Bartlett (CB)Emma Falconer (EF)Susie Colley (SC)Julie Brandon (JB)Tracey Cabache (TC)Laurence Frewin (LF)Jim Parker (JP)Callum McGinnis (CM)Andrew Robertson (AR)Rebecca Woolley (RLW) Minutes |
| **Apologies** | Jack Thompson (JT), George Helmore (GH) |

# MINUTES

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| **1.** | **Welcome & Apologies:**  | **ACTION** |
| **1.1** | VF welcomed everyone to the meeting and apologies were noted. |  |

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| **2.** | **Declaration of Interest** | **ACTION** |
| **2.1** | There were no new Declarations of Interest. |  |

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| **3.** | **Gifts & Hospitality Register** | **ACTION** |
| **3.1** | There were no items to record on the Gifts & Hospitality Register.  |  |

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| **4.** | **Minutes of previous meeting** | **ACTION** |
| **4.1** | **Closed** SC asked the Board if meeting monthly would be beneficial. VF asked that the Board wait until the masterplan is shared. |  |
| **4.2** | **Closed** JB asked that the wording is changed:5.12 - ‘JB said the community board position is that they do not want it demolished to just leave as an empty site’ JB would like it to show that the board have concerns but do recognise the benefit it will bring. |  |
| **4.3** | **Carry Forward** **Cultural Landscapes** – a 3rd year of Bay of Lights is planned to commence on 29Nov24-02Jan25.*04/10 2x Town centre initiatives could be put in place, Best Dressed Window and a Town Centre Trail?* |  |
| **4.4** | **Closed** JB asked if there was a final scheme regarding the taxi’s?CB will check and share with JB. |  |
| **4.5** | **Closed** EF will share the ‘Terms of Reference’ to the board members |  |

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| **5.** | **David Carter, Regeneration Partner update** | **ACTION** |
| **5.1** | DebenhamsThe scheme has changed from the original one, this is being worked on by the Regen Ptr. |  |
| **5.2** | EF confirmed that no works are planned for next Summer giving the new area time to be enjoyed before further works begin on Debenhams. |  |
| **5.3** | TC added that we are missing an opportunity to display the vision on the windows. EF confirmed that new ‘vinyls’ are being planned. It was asked of South Devon College students could be involved, if the funding can be found. LF confirmed they could.VF reiterated that if progress will not be made for 12-18m then we need to improve the way it looks. EF confirmed that a discussion will be held to identify some funding and progress the works. | **EF/CB** |

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| **6.** | **Highlight Report** | **ACTION** |
| **6.1** | CB read through the Highlight Report that was shared prior to the meeting. |  |
| **6.2** | Financial SummaryVF asked if there were any specific concerns. CB confirmed that the spend is in-line with expectations. |  |
| **6.3** | HPR |  |
| **6.4** | JP asked what the completion date was expected to be?CB confirmed that the date of the Contractor works to be completed is 29Nov however, there will be street lighting and highways works carrying on after this date as these sit with us not the Contractor. |  |
| **6.5** | It was asked why the damaged granite was not bought together in 1 place to make repairs easier? CB said it is more efficient to leave ‘units’ in situ for repairs. These will be done soon, and we can reassess once complete.EF added that the damage would have been repaired prior to the opening but as we opened the footpath early, the defects were more visible. |  |
| **6.6** | EF reported that the clock has been repaired will be chiming soon (slight delay as it cannot be muted at night currently). |  |
| **6.7** | EF said that costs for repairs to the Cary Green fountain are being prepared. |  |
| **6.8** | The lighting around Cary Green is also being priced up currently. |  |
| **6.9** | JB asked about improved lighting around the harbour area, CB will share the plan for the lighting that is yet to be put in place. SWISCo are also working on this. | **CB** |
| **6.10** | PavilionCL reported that the lease should be finalised very soon, it was delayed slightly but it is expected soon. |  |
| **6.11** | EF reported that we are meeting with the group ‘Save Torquay Pavilion’. |  |
| **6.12** | The next step is funding will be used by us (Torbay Council) to manage the project via specialised contractors. |  |
| **6.14** | SC asked if it was to be insured by Torbay Council, CB confirmed it would be insured from the day we take it over.  | **CB** |
| **6.15** | Edginswell StationThe project is paused.  |  |
| **6.16** | CulturalThe Light Train, Christmas market at Torre Abbey and Light Trail are all set to go ahead in the run up to and over Christmas. |  |
| **6.17** | JB said that although more lights were being put in place this year, there are none taking the public up Fleet St.EF said that the Town Centre Partnership have Christmas lights to display.JB is aware but this still not bring the light trail followers up passed the retail and hospitality outlets. |  |

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| **7.** | **AOB** | **ACTION** |
| **7.2** | None |  |

Minutes recorded by: Rebecca Woolley

Next Torquay Town Deal Board meeting**:**

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| 06 December 2024 |
| 04 February 2025 |
| 11 April 2025 |
| 13 June 2025 |
| 15 August 2025 |
| 17 October 2025 |
| 19 December 2025 |