

# Shipley Towns Fund Board Meeting Minutes

**10<sup>th</sup> November 10.00am – 12.00pm**  
**Kirkgate Centre, Shipley, 39A Kirkgate, BD18 3EH**

## Attendees:

Gill Thornton (Chair), Cllr Alex Ross-Shaw, Adam Beddall. Anna Dixon MP, Dave Partridge, Nicola Murray, Cllr Anna Watson, Diana Bird, Helen Horsman, James Skirrow, Jane Hargreaves, Joe Ashton (observer), Rhona North (observer), James Crawley, John Henkel, Samina Khan, Ravinder Panesar, Scot Flight, Richard Hollinson.

## Apologies:

Alec Porter, Si Cunningham (Vice-Chair).

ID	Notes/Actions/ Decisions	Decision	Action Owner	Due Date
1	<b>Welcome and apologies</b> GT welcomed everyone to the Board with apologies noted.			
2-5	<b>2. Meeting Format &amp; Conduction</b> Highlighted in the Board papers.  <b>3. Declaration of Interests</b> None declared  <b>4. Correspondence Log</b> No items.  <b>5. Minutes of the last meeting and matters arising</b> Minutes of the last meeting were approved by the Board with no matters arising.			
6	<b>Highlight Report</b>  <b>Governance</b> A governance presentation was shared with the Board, clarifying the decision-making process with the Council. Transparency and engagement with the Towns Fund Board was discussed as an important part of the process.  Discussion took place around the important role of the Board to provide views and input to inform decisions made by the Council as accountable body for allocation and changes to MHCLG grant funding, and role of the Board in regular review of projects and their alignment			

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	<p>against the original vision for the town investment plan. The Board acknowledged the challenges in balancing consultation and decision making in regeneration projects, with many projects in Shipley at the stage of delivery or completed.</p> <p>A further update included the recent changes in the Ministry of Housing, Communities and Local Government (MHCLG) Guidance which have reduced external controls, placing more responsibility on the Council to manage change control related to outputs and funding.</p> <p>The Board requested a mid-term review of the Towns Fund programme which includes addressing the deliverability of the programme and allocation of funding, to ensure it is fully spent by the end of March 2028. Officers to consider scope and timescales.</p>	Mid-term review of the Towns Fund	Council Officers	TBC
7	<p><b>Forward Planner</b></p> <p>The Forward Planner was welcomed by the Board, with RP indicating any agenda items to be included from the Board. AB requested that Financial Updates also be provided alongside the Project Updates in January-26.</p>	To include Financial Updates for the next meeting in Jan-26	RP	Jan-26
8	<p><b>Project A – Development Investment Fund</b></p> <p>Confidential update provided by DP and SW to the Board. This included a timeline of key milestones as part of the decision-making process.</p>	Continue to provide updates to the Board regarding progress	Council Officers	Jan-26
9	<p><b>Project C – Community, Art, Heritage &amp; Future Tech Hub</b></p> <p>RP provided an update, indicating the land disposal process was progressing, with the land advertised as a Public Open Space until 12.00pm 7<sup>th</sup> November 2025. The decision to dispose of the land may need to be made by the Executive, which will be decided by the Director of Corporate Resources / S151 Officer anticipated in December.</p> <p>A confidential report outlining the updated costs received from the tender was circulated to the Board and discussed at the meeting. Meetings with the College and the Council are in place to continue to progress the scheme, with the outcome of the land disposal central to the next steps.</p> <p>The Board were given an update regarding the request submitted to the Council in the Report.</p>	Land disposal progress to report to the Board	Council Officers	Dec-26
10	<p><b>Project F – Health &amp; Wellbeing Campus [Farfield]</b></p> <p>Confidential paper circulated to the Board for review.</p>			

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	The Board were given an update regarding the request submitted to the Council in the Report.			
11	<b>AOB</b> No other AOB			
12	<b>Date and time of the next meeting: Jan-26 [To be arranged]</b>			