

**MINUTES OF THE MEETING OF THE CLACTON TOWN BOARD,
HELD ON THURSDAY, 21 MARCH 2024 AT 3.30PM
IN SAM'S HALL, IMPERIAL HOUSE, ROSEMARY ROAD CLACTON-ON-SEA CO15 1NZ**

Board Members present:	George Kieffer (Chairman), Sharon Alexander, Billy Ball, Cllr Ivan Henderson, Roger Hirst, Craig Newnes, Cllr Mark Stephenson and Cllr Lesley Wagland.
In attendance:	Mike Carran, Ian Davidson, Steve Evison, Lee Heley, Sam Jones, Greg Myddleton and Keith Simmons

[Note: Specific action shown in bold and grey highlight]

1. CONFIRMATION OF THE CHAIRMAN

Cllr Mark Stephenson, Leader of Tendring District Council, welcomed everyone to this inaugural meeting of the Town Board and reported that George Kieffer had been appointed to the role of independent Chairman for the following year.

2. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Laura Taylor-Green, Dr Emily Murray, Rob Mitchell-Gears and Giles Watling MP.

3. INTRODUCTIONS AND EXPECTATIONS FROM MEMBERS

George Kieffer (Board Chairman) extended his welcome to attendees at this inaugural meeting of the new Clacton Town Board and thanked Sharon Alexander for hosting the meeting. He recognized that the attendees (and the Members of the Board who were unfortunately absent) were giving up their own time with the aim of improving the Town for the benefit of its residents, businesses and visitors alike. He also paid tribute to all of those who had been lobbying for Clacton-on-Sea to be designated under the Long Term Plan for Towns programme and, since its successful designation, in pursuing the action that had brought us to this point.

Individual attendees introduced themselves to their fellow Board Members/others in attendance. They spoke about their interest in the development of the long term plan for Clacton-on-Sea and the ambition for positive improvements for the Town.

4. OPENING REMARKS

Cllr Mark Stephenson, Leader of Tendring District Council, spoke about his ambition for the long term plan for the Town. He had a sincere hope that the work of the Board would provide a really advancement for Clacton-on-Sea. The Long Term Plan for Towns programme meant, for Clacton-on-Sea, the sums of £0.5m in revenue and 1.5m in capital per year for the 10 years of the programme.

This meeting represented the first stepping stone on the journey to deliver the intended legacy of the Long Term Plan for Towns programme. In 10 years-time Board Members should be able to look at the real tangible achievements through this

programme. Working together with partners could deliver great things for Clacton-on-Sea and a good example of this was the Diagnostic Centre at the Clacton Hospital Site. Likewise, the University of Essex's new Centre for Coastal Communities, under the leadership of Dr Emily Murray, would develop solutions that were truly informed by and for coastal communities like Clacton-on-Sea.

5. LONG TERM PLAN FOR TOWNS REQUIREMENTS AND CONTEXT

Cllr Ivan Henderson (Deputy Leader of Tendring District Council) introduced this item and spoke to a written briefing paper circulated with the agenda for the meeting.

The briefing paper provided to the Board set out background information on the Government's Long Term Plan for Towns programme, the selection of Clacton-on-Sea as an area to benefit under the programme and the consequential tasks required under the programme. The briefing paper was based on Government guidance.

Clacton-on-Sea would receive from Government a 10-year endowment-style fund of £20 million and support to provide it with long term certainty to deliver projects over multiple years and the flexibility to invest in interventions based on evolving local needs and priorities.

Key to the programme was the development of a Long-Term Plan for Clacton-on-Sea that would identify the measures that mattered most to local people under three broad investment themes:

- Safety and Security
- High Streets, heritage and regeneration
- Transport and connectivity

Sam Jones from Tendring District Council outlined to the Board the timetable applied to the programme as follows:

- By 1 April 2024: The Town Board established. Once the Town Board had been set up, capacity funding would be released by Government to support the development of investment plans, including additional community engagement activities. Ongoing support and engagement would be available from the Government's Towns Taskforce.
- From 1 April 2024 to 1 August 2024: Development of the Long-Term Plan (vision and investment plan) including community engagement activity.
- By 1 August 2024: Town Board submits their Long-Term Plan. The Plan would set out how funding would be allocated and spent, with the local authority as the body ultimately accountable for funding.
- From August 2024: The Government's Department for levelling Up Housing and Communities (DLUHC) would assess plans as they come in, and release 2024 to 2025 capital and revenue funding once plans are approved. (DLUHC had said this would be a light touch assessment.)

Cllr Henderson also set out the complementary Government funding schemes to the Long Term Plan for Towns funding. This included the Levelling Up Fund and Levelling Up Partnership programmes. In addition, Ian Davidson referenced the prioritization being given by the Arts Council and English Heritage to cultural development in the Clacton-on-Sea and wider Tendring District area.

The Board used the presentation to look more widely at the work of the Board, the development of the long term plan for Clacton-on-Sea and other considerations. Going forward, **George Kieffer encouraged Board members to appoint an alternate/deputy who could attend meetings when they were unable to attend personally.** He also encouraged Board Members to be ambassadors for the Board and the work associated with the long term plan for Clacton-on-Sea in order to convey information to the wider community and to provide a conduit for the views from that wider community.

Cllr Leslie Wagland referenced the East-West Rail Line Partnership which was seeking to deliver a strategic railway connecting East Anglia, with central, southern and western England. In addition to the work round the Oxford-Cambridge line, there were intended transformational proposal beyond Cambridge to the East coast. One element of this was the opportunity for development of rail transport links between Colchester and Clacton-on-Sea.

The discussion on this item also touched on community engagement and the opportunity for focus groups and engagement events through the CVST. CVST had, for some time, mapped community assets and used these. The opportunity to use information gained by a range of partners (including the Community Safety Partnership) through their own engagement was something that should not be overlooked (including engagement with younger people). Framing the engagement would be important to manage expectations and keep communities informed. Managing expectations here included explaining the sequencing of events/ deliverables to be achieved. It was also important to 'dare to dream' and look at the art of the possible with strong commitments from those who could make change happen. Done well, this engagement would pay dividends for the Board.

Ian Davidson referenced the intention to brief the District Councillors for Clacton-on-Sea as part of the engagement activity.

6. **REFLECTIONS**

In view of the absence of Giles Watling MP this item was deferred.

7. **APPOINTMENT OF BOARD MEMBERS**

The initial membership of the Clacton Town Board was confirmed as:

Organisation	Member
Independent Chair	George Kieffer
Local Business, McDonald's Franchise	Craig Newnes
MP for Clacton	Giles Watling
Clacton Tourism Group	Billy Ball
Police & Crime Commissioner's Office	Roger Hirst (with Greg Myddleton as the alternate/deputy)
NHS/Alliance	Laura Taylor Green

University of Essex	Dr Emily Murray
Tendring District Council, Leader	Cllr Mark Stephenson
Tendring District Council, Deputy Leader	Cllr Ivan Henderson
Essex County Council	Cllr Lesley Wagland
Westcliffe Theatre	Rob Mitchell-Gears
CVS Tendring	Sharon Alexander
Tendring Education Strategic Board	To be confirmed

Chief Inspector Ella Latham, Divisional Commander, was to be invited to attend the meeting given the role she played in the area in respect of community safety/policing.

The Board endorsed the initial membership as submitted. **It was also proposed that an officer nominee from the Tendring District Council would be made to join the Board in view of the Council's role as accountable body.** The Terms of Reference for the Board, referenced in Minute 8 below, provided a mechanism for new members to join the Board.

In relation to the representation on this Board of education providers, the option of a nominee from Adult Community Learning (ACL) Essex was suggested.

8. APPROVAL OF THE BOARD'S TERMS OF REFERENCE

The Board considered draft terms of Reference as circulated with the agenda for the meeting. These outlined the Objectives of the Board as follows:

- (a) To develop and agree a Town Investment Plan in consultation with the local community, including a 10-year vision and develop a clear programme of interventions.
- (b) Identify evidence requirements and draw on existing evidence as appropriate to support the development of a Town Investment Plan
- (c) Provide support and oversight to the delivery of the agreed Town Investment Plan.
- (d) Provide perspective, add value, develop project ideas and work alongside other key partners including Tendring District Council, Essex County Council, Department for Work and Pensions.
- (e) To ensure better co-ordination and use of existing resources and to maximise leverage of additional public / private investment.
- (f) To consider strategic issues facing Clacton and to provide leadership in relation to them.
- (g) To involve private, public and voluntary sectors in the work of the Board through a proactive approach to communication and engagement.
- (h) Maximise the town's asset base to enhance the prosperity of Clacton for all members in our community and for future generations.

- (i) To connect, advocate for and champion partnership working across Clacton, including, celebrating achievements, promoting the town to relevant bodies on a local, regional and national level.
- (j) To adhere to The Seven Principles of Public Life (I.e. the 'Nolan Principles').

In considering the Board's Terms of Reference, there was reference to processes by which Board Members would be able to make general declaration of interests in matters related to the work of the Board. This would also provide for processes to make such declarations within the meetings of the Board when relevant matters were being considered. Where existing declarations had been made by Members of the Board to other bodies, such as Tendring District Council or Essex County Council, they could re-declare those as well as considering additional declarations relevant to the work of this Board.

The Board approved the terms of reference as submitted.

9. **DISCUSSION: WHAT DOES A 10 YEAR VISION LOOK LIKE FOR CLACTON-ON-SEA TOWN CENTRE**

This discussion took place as part of the consideration of the matter recorded at Minute 5 above.

10. **DATE OF/ARRANGEMENTS FOR NEXT MEETINGS**

The Board commenced considered arrangements for its next several meetings. The next meeting was agreed would take place on a date in mid-April. **A poll of Board Members would be organized to find the most appropriate date for the meeting. It was considered that this next meeting could be in a workshop style (with a flip chart). The Board could receive the Government's data pack for Clacton-on-Sea.**

Other suggestions for presentations at future meetings were:

- Dr Emily Murray – on the work of the Centre for Coastal Communities and as potential lead for the workshop at the next meeting
- Tom Bloxham/Guy Ackernley – on the 'Live well by design' ethos that underpins their business at "Urban Splash and its application to regeneration
- Jonathan Denby (Head of Corporate Affairs at Abellio Greater Anglia) – on the part that can be played by rail in Clacton-on-Sea.

The meeting ended at 5.05pm

Chairman of the Board