



Meeting of the Ryde Town Board of Directors

Held on Friday 07 June 2024, 09:00 - 11:00 at Liz Earle, Nicholson Road, Ryde, Isle of Wight, PO33 1BD

Present	In Attendance
Steven Holbrook - Chair	Allan Bridges
Carol Jaye	Ann Barber
Jim Peglar	Katy Edmunds
Karen Lucioni	Liz Edmunds-Lamb
Phil Jordan	Lisa Dyer
Geoff Underwood	Pete Fellows
James Hinton	Rebecca Outing (Note taker)
Rachael Randall	Guests Speakers
Richard May	Annette Johansson-Steed
Trevor Nicholas	Helen Koegan
Lisa Gigliani	James Longford
Luke Kerr - Online	Simon Goddard

Item	ACTION
<p>1. Welcome and Introduction The Chair welcomed everyone to the meeting and thanked everyone for being here today.</p> <p>Apologies for Absence Apologies were noted from Donna Jones, Bob Seeley, Wendy Perrera and Colin Rowland.</p>	
<p>2. Declarations of Interest PJ declared an interest as Leader of the IOW Council and Chair of Finance at Ryde Town Council. RM declared an interest as Mayor of Ryde Town Council. KL declared an interest as Councillor for the IOW Council and RTC Council.</p>	

3	<p>Minutes - To agree the notes of the meeting held 14 May 2024 Minutes of the previous meeting were approved as a true record.</p>	
4.	<p>Presentation from Ryde Revival CIC Simon Goddard (SG) provided a presentation regarding Ryde Revival CIC’s plans for the Town Hall. SG confirmed he will share the presentation with members of the Board. Helen Keogan (HS) also provided a brief talk outlining how the project could benefit the town.</p> <p>As part of the presentation, the representative of Ryde Revival CIC confirmed they would be looking for partnership funding and looking to develop a sustainable business plan to ensure the building has a secure future.</p> <p>Board members raised the following concerns/queries:</p> <ul style="list-style-type: none"> • Difficulties in obtaining Conservation Officer approval; • Who would manage the individual lettable spaces; • Costs of emergency repairs – grants being applied for works required estimated £250K; • Whether the building is insurable and the cost of insurance; • The estimated costs of full refurbishment. 	SG
5.	<p>Presentation from Annette Steed (AS) – Ryde Skatepark AS is the Project Officer for Ryde Town Council (RTC) AS presented the plans for regenerating and redeveloping the Skatepark.</p> <p>It was raised that this is a good initiative, but can there be more than one entrance? AS confirmed it will be an open space with the only barrier between the park a carpark.</p> <p>Assurance were sought about how impactful the skatepark will be (with regards to size) and if it will be sufficiently utilised. ABr commented that the skatepark is well used. ABr also explained the plan is not just a skatepark but somewhere for all the family and with extra facilities. It already brings in hundreds of visitors, but the redevelopment could bring in thousands, Isle of Wight residents and visitors from the mainland.</p> <p>JP noted that the site is an Anti-Social Behaviour (ASB) hotspot, and the project would need to build in an element of mentoring and support to decrease ASB.</p>	
6.	<p>Presentation from Chris Scott – Ryde Esplanade This item will be carried out at the next meeting.</p>	
7.	<p>Community Engagement Update ABr confirmed that community engagement activities are due to start on Monday (10 June 2024). He was confident that the engagement covered all areas of the community. Additional staff have joined to help with these</p>	ABr

	<p>activities. ABr requested that members contact him if they have any suggestions for further community engagement.</p> <p>It was noted that DLUHC will not be sending out any further guidance until after the general election.</p>	
8.	<p>Documents – To confirm receipt of the following documents:</p> <ul style="list-style-type: none"> i) Ryde Place Plan and update ii) WSP report iii) Ryde Masterplan iv) Long Term Plan for Towns Guidance May 2024 <p>Most members of the board confirmed receipt however a few members cannot access Teams. Therefore, it was agreed that all documents will be issued to those members via email.</p>	LEL
9.	<p>1-3 year and 10 year plan</p> <ul style="list-style-type: none"> i) Approval of Contract – 1-3 year and 10 year Plan Writing Consultancy ii) Project landscape <p>ABr has requested three consultancy quotes and to date has received two back. ABr was satisfied with the quotes (the budget was £25k) however he will distribute to the Board for review.</p> <p>It was noted that there needs to be a very clear and transparent evaluation process which is recorded and audited. LD confirmed that RTC will work with the Isle of Wight Council to undertake evaluations, this will begin imminently.</p> <p>Project Landscape</p> <p>It was broadly agreed that the Board considers a mixture of projects, some managed by Board and some via community bids.</p> <p>The idea of a group finance and funding sub-committee was put forward. It was agreed that a group was required, and the project manager would email all members to see who was interested in joining.</p>	<p>ABr</p> <p>LD</p> <p>ABr</p>
10.	<p>Staffing</p> <ul style="list-style-type: none"> i) Ratify decisions made via email regarding recruitment of temporary staff ii) Forward Plan – Staffing requirements <p>Proposed: KL ii: RR</p> <p>Resolved</p> <p>The temporary appointment of an additional Project Officer was unanimously agreed.</p>	

	<p>A discussion took place with regards to staffing requirements and how we should move forward with getting staff in post. All were reminded to bear in mind the split of revenue and capital is 50/50, this would come out of the revenue pot. The idea of a staffing subcommittee was raised.</p> <p>A hybrid structure was discussed. LD agreed to develop a draft staffing plan with input from the Board. LD will issue for all to read beforehand for review at the next meeting.</p> <p>PJ highlighted the lack of capacity at the Isle of Wight Council and that the procurement team is currently 1.5. Capacity therefore needs building into any plan.</p>	<p>LD</p>
<p>11. Working Groups</p>	<p>Agree membership and Terms of Reference - Branding, Marketing and Communications Working Group</p> <p>Terms of Reference have been issued to members.</p> <p>Proposed: KL ii: PJ</p> <p>Resolved: Membership and the Terms of Reference were all approved.</p> <p>SH reminded members not to feel pressured to be involved with all working groups but to utilise their skill sets accordingly. The project is very long and there is a lot of time for participation.</p>	
<p>12. Polices and documents for approval:</p>	<p>i) Terms of Reference BMC Working Group ii) Equality, Diversity and Inclusion Protocol iii) Media and Communications Protocol for the Town Board iv) Scheme of Delegation v) General Data Protection Policy</p> <p>Proposed: KL ii: PJ</p> <p>Resolved: All documentation approved.</p>	
<p>13. Finance</p>	<p>i) Budget Update ABr provided an overview of financial affairs to date, noting we are well within the budget. ABr will send a further update next Friday regarding the budget. (We are well under the 200k as expected).</p> <p>i) Approval of expenditure 01 Dec 23 - 31 March 24 ii) Approval of Expenditure 01 April 2024 – 31 May 2024</p>	<p>ABr</p>

	<p>This will be deferred to the next meeting as the process for reclaiming funds has not been decided by the IW Council.</p>	
<p>14. Any other business</p>	<p>LD thanked the Programme Officers for all their hard work so far. The press release regarding community engagement will be issued w/c 10 June 2024.</p> <p>TN reminded everyone that there will be interest from the community and community groups during the engagement event, suggesting we should start the press release with what we are remitted to do and reference previous accomplishments.</p> <p>SH talked about the networking workshop he attended in London at which DLUHC set out key points of The Towns fund. Coastal towns came together and talked about similar issues. He was reassured by DLUHC that the Board would have the flexibility to think a little bit differently and come up with creative solutions.</p> <p>PJ added that on his visit to Ryde, the Minister was supportive and asked positive questions. PJ believes nothing would derail or upset any of the Board's plans and hopes no changes will arise with any new government.</p> <p>SH expects the first six months to be the toughest however once structures are in place things will be less problematic, for the Board and the public.</p> <p>LD raised the concerns of RTC's Responsible Financial Officer (RFO) regarding the lack of process for claiming back staff costs. RTC has the responsibility for paying staff however there is currently no process in place.</p> <p>Following approval at the last meeting JH conducting some soft marking testing with national businesses. JH confirmed a large national hotel chain would like representation within the town as would several food and beverage operators, a national gym chain and supermarkets.</p> <p>ABr will send out next meeting details.</p> <p>No further business, meeting closed.</p>	<p>ABr</p>

Meeting closed at 11:39