

Cleator Moor Town Deal Board

04 September 2025, 14:00 – 16:00

MS Teams

Minutes

Draft



Actions	Owner
Clarity requested on the reference within 'Healthy Town: Social Value Engagement' - which 'Pheonix' group is the statement is referring to.	RD
RD to present a briefing paper at the next meeting to summarise an explanation of the MHCLG RAG ratings, Drawdown and Re-Baselining options so it is understood by everyone.	RD
Revitalised Town; The issue of CCTV funding (revenue contribution funding requested by the police) to be raised with the Police Commissioner: Dave Allen.	BM
Revitalised Town; To escalate within CC the issues with the Heads of Terms for the lease.	RD
Connected Town: To follow up with the Design Team for clarification on parking at Hawthorn Road - was this carparking or cycle parking & if the crossing at Market Square and Cleator Mills path had been removed.	RD
Connected Town: The contractors to be asked to present the plans for Connected Town at the next informal Board to provide deeper dive and for further queries	RD
Enterprising Town: circulate an update for clarity on lettable floor space, income and letting income after the meeting	AS
A date to be agreed for next informal board meeting	BM

Decisions	Owner/Date
Revised Assurance Framework and ToR agreed as final.	RD

No.	Item
1	<p>Welcome and introductions / apologies / declarations of interest.</p> <p><u>In attendance</u> Bob Metcalf (BM) Chair. Bernard McDowell (BMc), Jim Youdale (JY), Debbie Kavanagh (DK), Ruth Ollis (RO), Elizabeth Fitzsimmons (EF), Joanne Crowe (JC), Robert Docherty (RD), Paul Rowe (PR), Andrew Sproat (AS), David Farrell (DF), Cllr Michael Eldon (ME), Steve Morgan (SM), Michael Pemberton (MP), Jo Broomfield (JB), Dave Banks (DB), Ellie Richardson (ER), Andrew Harper (AH), John Bamforth (JBm), Tracey West (TW)</p> <p><u>Guests</u> none</p> <p><u>Apologies</u></p>

	<p>Wendy Devlin, Rev Nicki Pennington,</p> <p>BM welcomed everyone to the meeting and introduced Steve Morgan (SM) as the representative on behalf of Rev. Nicki Pennington.</p> <p>Resignation received from Erini Etoimou (Sellafield).</p> <p>Declarations of Interest: None were declared.</p>
2	<p>Annual reappointment of Chair, appointment of Vice Chair DK briefed the members on the re-election process.</p> <p>JC nominated Bob Metcalfe to remain as Chair. This was seconded by PR.</p> <p>Bob Metcalfe was duly elected as the Chair for a further year.</p>
3	<p>Review of minutes The Board ratified the draft minutes from the meeting dated 22nd May 2025. Minutes will now be uploaded to the Town Deal webpage.</p>
4	<p>Actions from previous meeting. No.15 - Complete. Discussion held at last interim board meeting. No.18 - In Progress. AS to arrange a meeting with JC. No.21 - Complete. Plans to be shared within Agenda item 6. No.22 - In Progress. Meeting with Sellafield and NDA still to be discussed further. No.23 - Complete. To be covered within Agenda item 6. No.24 - Complete. Site visit was facilitated on 17.07.2025. No.25 - Complete. Revised ToR & Assurance Framework have been shared with board members. No.26 - Complete. Informal Board took place on 17.07.2025.</p>
5	<p>Programme Quarter 1 Status Report LF presented the report which had been previously circulated to board members and explained the report covers the period 1st April 2025 – 30th June 2025 noting there is no return to MHCLG this quarter but the information within this report will be used as part of the next 6 monthly MHCLG return. And all spend figures provided in the report are provisional at the moment, but full assurance will be provided on these by the end of Qtr. 2.</p> <p>Enterprising Town Delivery, Spend and Risk RAG Ratings are all red/scored 5. Risks are focused on the operational model for The Hub and the financial viability and relocation of BOC. AS to give a full project update under agenda item 6: Project Updates.</p> <p>Revitalised Town Delivery and Spend are behind profile. Risks are currently medium. There are issues with price increases - a PAR was submitted to move funds, which was approved in August. Issues agreeing leases between operators has delayed progress.</p> <p>BM noted that Heads of Terms have now been agreed by CC (as owner) and potential tenants (PEC, iSH, Phoenix Youth) although these have not yet been published by CC with the wider stakeholders. The project cannot progress until HoTs are received by the board.</p> <p>Healthy Town Delivery is at a 3, Spend at a 5. Issues are focused on the requirement of a new substation and the Wayleave approval to facilitate this. The 3G pitch has also been the centre of some anti-social behaviour.</p> <p>Connected Town</p>

Delivery is at 5 and Spend is a 5. A PAR has since been requested to move funding so RAG ratings will have improved by the next quarterly reporting.

No issues recorded.

BM noted that the outputs within in the report as of the end of June, comply with the original business case.

JB Requested clarity Healthy Town: social value engagement and which 'Pheonix' group the statement refers to as it isn't clear?

Action: (RD) to clarify this with WD.

A query was raised around re-baselining, estimated project completion dates, finalised project costs and potential project overspends based on spend RAG ratings along with potential jeopardy of match funding.

RD clarified we are in discussion at the moment with MHCLG as current RAG ratings do not give a true current picture as they are based on the original business case projections. If the board is agreeable, we can re-baseline the Programme to give a better reflection of the true current status. No objections were received.

New guidance has also just been issued stating the Town Funds will be re-packaged as a Local Regeneration Fund, so there may a requirement to change to a simpler reporting method moving forward and re-baselining may be a pre-requisite of this.

Match funders are also reported to on a regular basis, so we are in regular dialogue with them, there are no current issues regarding the status of the match funding.

An explanation was given that the red RAG rating on spend was in relation to 'draw down' profiles rather than any overspend that had occurred, it was noted any overspend was due solely to price inflation.

Action: RD to present a briefing paper at the next meeting to summarise an explanation of the MHCLG RAG ratings, Drawdown and Re-Baselining option so it is understood by everyone.

RD suggested an overview of current position of spend could be included in Project Updates going forward and he gave reassurance that budget monitoring is currently fully assured within the PMO.

Action: RD to bring options of how current position of spend could be included in Project Updates going forward could be presented visually back to the informal Board meeting in October.

A further concern was raised about the potential loss of heritage items and anti-social behaviour issues.

JB responded and shared design plans of the project to show where heritage items are to be located confirming no memorials will be lost, they will be cleaned made more prominent. The fountain will be re-instated through project funds. Cleator Moor Town Council may take on the maintenance of the fountain, however this is yet to be approved.

Anti-Social behaviour and CCTV to be covered in Item 6 Project updates.

6 **Project Updates**

JB gave a project update and presented the attached slide deck.

Revitalised Town

- Construction works commenced to PEC phase 3 building Feb 25.
- Stage 4 design complete of community hub building.
- OSC Group within the community hub to be temporarily relocated to Cockermouth day centre from December 2025.
- Library to be temporarily relocated to refurbished PEC phase 3 building whilst works are carried out on community hub.

- Approval required to reactivate planning application for the community hub expected September 2025
- There was a key issue getting the lifts installed (for all floors, and platform lift for rear entrance) this is now taking place this week.
- Works will start on site in the New Year for the Community Hub project.
- A CCTV survey is required for the planning application; we are currently waiting for this to be completed.
- PAR approval now gives us confidence to deliver the project.

JBm noted we have capital funding for CCTV on the square, but the Police have now requested a revenue contribution toward the monitoring costs.

JB asked for the boards' support for requesting the Police should cover this cost, as the CCTV is a pre-requisite of the planning application.

JY suggested we could approach the Police Commissioner Dave Allen.

BM was happy to pick this up.

Action: BM to raise the issue of CCTV with the Police Commissioner Dave Allen

It was noted an initial meeting had taken place regarding the Heads of Terms, but things had stalled. **RD** requested approval from the board for this to be escalated within CC and resolved.

BM agreed and no objections were received.

Action: RD to escalate the issues with the Heads of Terms for the lease.

Healthy Town

- Contract awarded to Thomas Armstrong.
- Construction works commenced Jan 25.
- Building fully vacated- Jan 25.
- Internal drainage work is complete, floors have been restored, and the full structural steel frame is now up.
- The roof is 100% complete, including rooflights and an access hatch, and new UPVC windows are in place. First fix mechanical and electrical works, along with partition wall installations, are progressing.
- Construction of the Sustainable Drainage System Pond and associated drainage is complete.
- Completion March 2026.

Connected Town

- Completion of stage 3 design.
- Planning submitted and approved.
- Stage 4 design work to be procured using the professional services framework.
- Programme to be delivered internally by highways teams.
- Wayfinding commission awarded working with Landmark to identify locations for wayfinding signage around Cleator Moor.

Queries were raised about the intended use of the parking at Hawthorn Road - was this carparking or cycle parking? And if the crossing at Market Square and Cleator Mills path had been removed as this could be an issue for the housing development and access to Longlands Lake?

Action: RD to follow up with the Design Team for clarification on the above x2 queries.

Action: RD will ask the contractors to present the plans at the next informal Board to provide deeper dive and for further queries

Enterprising Town (Leconfield)

AS presented a summary of the papers shared with the board prior to the meeting. These outlined the design plan, current proposed site and Plan B site.

Planning has been secured to move BOC to Discovery Park, but issues remain around potential noise and operating hours, and a tri-partite contract between Discovery Park, CC and BOC would still need to be agreed.

	<ul style="list-style-type: none"> Plans were shown to the board showing the current proposed site and Plan B design. It was noted plan B provided better integration with The Hub and light industrial units and could be delivered within budget whilst still meeting the required outputs. Discussions with MHCLG, Leader of the Council Mark Fryer and the Portfolio Holder have already taken place, and they are in support of the Plan B. <p>Approval from the Board was requested.</p> <p>The sustainability of The Hub going forward was raised, specifically asking what % of floor space will be lettable? And whether the letting income figure (£718k) was this current or projected?</p> <p>Action: AS suggested, he would circulate an update and clarity on lettable floor space, income and letting income after the meeting</p> <p>A discussion around the aesthetics of Plan B and the desire for the building to still remain a design icon on the site took place. It was queried if the re-design had an inflated cost. It was stated the design quality would remain high and that Plan B is a cheaper alternative.</p> <p>The role of iSH going forward was questioned, and where they would be based? It was confirmed iSH will have tenancy of the new Hub. Their overall role was undetermined at the moment but having them as a tenant would be a community benefit.</p> <p>RM thanked AS for an excellent presentation and supported his proposal for Option B. No objections from the board were received.</p>
7	<p>Revitalised Town – CCTV installation</p> <p>Covered in Item 6: Project Update - Revitalised Town</p>
8	<p>Assurance Framework and ToR Review</p> <p>RD confirmed the Assurance Framework and ToR documents had now been refreshed, and final draft versions are now complete. These had been shared with the board previously. The Board were asked for agreement on these, no objections were received. These will now be branded and uploaded to the Town Deal webpage as part of MHCLG guidelines.</p>
9	<p>Any other business / next steps</p> <p>The next meeting is on 17 November 2025, 14:00 – 16:00.</p> <p>ACTION: (BM) A date to be agreed for next informal board meeting.</p> <p>Meeting ended: 15:55</p>