



CHESTERFIELD
BOROUGH COUNCIL



HM Government

Minutes of the Chesterfield Plan for Neighbourhood's Town Board – 17.00 on Thursday 25th September 2025, Committee Room 1, Town Hall, Chesterfield.

Board Members:	
Dominic Staniforth, Chair	Barber Harrison and Platt
Cllr Amanda Serjeant	Chesterfield Borough Council
Cllr Robert Reaney	Derbyshire County Council
Toby Perkins, MP	Member of Parliament
Emily Bowman	Junction Arts
Mahmud Nawaz	Chesterfield Royal Hospital Foundation Trust
Gavin Grainger	Bottle and Thyme
Christine Durrant	Chesterfield Borough Council
Andrew Kelly	Parkside School
Hannah Leaton	Chesterfield Royal Hospital Foundation Trust
Officers in support:	
Neil Johnson	Chesterfield Borough Council
Rebecca Bland	Newly appointed PfN Programme Manager
Craig Busby	Office for Toby Perkins, MP
Juliet Grace	Derbyshire Voluntary Action
Michael Rich	On behalf of Chesterfield Borough Council
Karl Apps	Derbyshire County Council
Ed Hickey	MHCLG
Ben Mitchell	Chesterfield Borough Council
Huw Bowen	Chesterfield Borough Council
Christine Durrant	Chesterfield Borough Council
Apologies:	
Lynda Sharp	Chesterfield Borough Council
Julie Richards	Chesterfield College
Simon Davidson	Cheese factor

Matt Snowden	University of Derby
Angela Stansfield	DWP
Nicolle Ndiweni-Roberts	Police and Crime Commissioner
Laura Jo Owen	Adorn Jewellers
Jacqui Willis (JG attending as sub)	Derbyshire Voluntary Action
Simon Wright	Banner Jones

Item No	Item	Action (by whom)
1.	<p>Welcome, apologies and introductions</p> <p>Apologies were noted.</p> <p>DS introduced the Board to Ed Hickey (EH) who is the new liaison for MHCLG for this programme within the region. EH clarified that he was attending the board in an observational capacity. EH also talked the Board through the announcement made earlier in the day by the Prime Minister regarding the 'Pride in Places' programme, and clarified that there was no tangible impact on the work that this board does.</p> <p>DS also introduced Hannah Leaton, who will be taking over from Mahmud Nawaz in future meetings. HL introduced herself and her role as Strategy, Planning and Partnerships Manager.</p>	
2.	<p>Declaration of Interest</p> <p>No declarations of interest were received.</p>	
3.	<p>Minutes of the previous meeting (24/07/25)</p> <p>DS reviewed the mins of the last meeting. DS raised a couple of minor amendments, and asked that the attendees and apologies were reviewed, as there was some duplication.</p> <p>Subject to these changes, the minutes were accepted as a true and accurate record of the meeting.</p> <p>Matters Arising</p>	LS

	<p>DS raised that the presentation received at the previous meeting from KA and DCC colleagues needed to be reissued.</p> <p>DS confirmed that engagement with the Youth Panel had been completed through the Comms workstream.</p> <p>There is an outstanding action for CBC to provide an analysis on car parking, and this will come back to the Board on a future date.</p>	<p>KA</p> <p>LS to liaise AB</p>
4.	<p>Project Development Update</p> <p>Update on Spire Experience and Shambles</p> <p>BM provided an update on two of the projects for which the Board had approved feasibility work. For the Spire Experience, he set out the approach that was being taken to the developing an experience located within the former Visitor Information Centre (VIC) and took the Board through some options for using the space and early design concepts. He outlined some early assumptions regarding visitor numbers, funding and costs, all of which will be worked up in more detail as the feasibility work continues.</p> <p>For the Shambles, the Board were shown some of the early thinking coming out of the feasibility work, which has been informed by ongoing engagement with the local businesses and property owners. BM explained the range of interventions from relatively low cost and short term, through to more wholesale and longer-term proposals.</p> <p>On the Spire Experience, TP supported the emerging proposals as a good use for the former VIC building and a way to make more of the iconic status of the Spire. He cautioned against trying to fit too many different uses into the building and recommended a clearer focus on the visitor attraction as the primary use and avoiding compromising the impact that this could have.</p> <p>AK was pleased to see thought given to education uses and noted the significant potential year-on-year footfall from schools. He asked if there was a plan for engaging with schools and noted the opportunity to align the experience with the local history element of the curriculum. BM confirmed that the consultant team were bringing experience of how this has worked elsewhere and are keen to work with partners to develop the opportunity. AK offered support in methods to engage with schools.</p>	

	<p>DS asked about potential timescales and BM thought the work should be at RIBA stage 3 in next 2-3 months. A further Board decision would be needed before further work was undertaken, but it could then potentially be at stage 4 within 6-12 months and into planning, following which it would be another 3-6 months before development began.</p> <p>EB was keen to see how the cultural sector can support the interpretation and story telling to complement the fixed displays. BM agreed and there is already some engagement with local artists.</p> <p>CD asked if we are looking at other grants in particular from the church. BM confirmed this was being explored, together with the potential governance structures for running the experience. These would need to pick up the role for the council as the property owner.</p> <p>JR queried whether the indicative costs included the interpretation or just the build. BM confirmed it was both, though noted they remain high-level estimates at this stage. It will be important to have clarity on the interpretation materials and approach from the outset in order to build in elements like lighting and sound to the building design.</p> <p>On the Shambles, KA asked how a shop front scheme would work where chain retailers are involved. BM confirmed most of the businesses are independent and there has been engagement with owners, so there is optimism that all or most units could benefit from a grant scheme if that is agreed. GG noted the need for any public art and design to fit the nature of the space, which the precedent images shown may not. BM agreed that was critical and would be the case; the precedent images are purely illustrative.</p> <p>Project update paper</p> <p>DS noted the project update paper and invited CD to provide an update on the Community Hub feasibility study. CD noted that it has taken some time to develop the project whilst maintaining stakeholder engagement, but a draft procurement specification is now ready and will be shared with partners shortly as the next step.</p>	
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	<p>CD spoke about all the ideas around community space that had been identified, and that an independent process was required to define the scope of the project.</p> <p>The appointment of RB as Programme Manager, will enable the Council to give more capacity to the project. The initial collaboration is essential to the success of the project and although this is taking longer than anticipated, it is important that all stakeholders have the chance to input.</p> <p>The Board noted and welcomed all the updates.</p>	
5.	<p>Draft Regeneration Plan</p> <p>MR introduced the paper, which relates to what is needed to be submitted to Government in November. It was proposed that the outcomes and priorities agreed last year should be slightly revised, to take into account wider policy areas and a change in focus within the new programme.</p> <p>It was proposed that two new priorities are added to the programme:</p> <ul style="list-style-type: none"> • Health and wellbeing • Cohesion <p>Particularly noting the ‘cohesion’ theme, MR suggested that a number of existing projects could deliver under this priority theme.</p> <p>There is also the opportunity to update the engagement undertaken to date, to reflect all of the engagement that has happened through the feasibility studies being progressed.</p> <p>Further engagement with the Board will take place through October, to redraft the plan, which will be brought back in its final form for review at the November board meeting.</p> <p>JG supported the new cohesion theme, and urged that the community are involved in shaping what they want, and having a role in delivering themselves. JG was also supportive of the Health and Wellbeing workstream, which ties into the work of DVA.</p> <p>MN asked the board to reconsider their position regarding connectivity between Chesterfield and the Royal Hospital, as he believed that the previous Board meeting ruled out the</p>	

	<p>opportunity to connect 5,000 staff and associated visitors to the town centre.</p> <p>MN argued that connecting the hospital to the town centre should not be tied into work regarding transport but was a potential means for bringing greater footfall and vibrancy to the town centre.</p> <p>TP raised a concern around delivery, and was conscious of delivering outputs in the short term, otherwise funding may be spent on long-term projects with no outputs to show in the first years of the Board, and that immediate wins should be thought about, alongside long-term projects identified.</p> <p>TP identified a specific request around a day centre for vulnerable people to be established within the town centre that had been raised with him and queried whether that is under consideration. CD confirmed a proposal has been received from Derbyshire Law Centre and Pathways and suggested that this project needed to be considered alongside the Community Hub, to see what types of community spaces are wanted by the Board, feasible and fit with the programme criteria.</p> <p>CD also raised that the request seemed to be asking for substantial revenue amounts, and the Board only has a limited revenue budget, which is further reduced in the next two financial years.</p> <p>CD also raised that the Board had not sought to open up a 'call for projects', but instead projects have been produced through community engagement, and that this particular request had not been identified within the 'safety' theme when that was explored by the Board in previous sessions.</p> <p>CD also acknowledged that a number of stakeholders would need to be engaged within this particular suggestion, including DCC, Public Health, and the wider community sector.</p> <p>TP thought that the initial capital outlay may fit well into the programme, but that ongoing revenue would be difficult and should be found by other organisations. TP asked Board members whether they could support the project in identifying suitable revenue funding sources.</p> <p>CD noted the earlier point about delivering 'quick wins' and raised the opportunity of applying for 'purple flag' status for Chesterfield's night-time economy, which could be possible with</p>	
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	<p>revenue investments for events, animation of the town centre, and enforcement.</p> <p>CD raised the opportunity for community grants as part of the cohesion priority, which have worked well through other external funding sources such as UKSPF, and could correlate with the idea of 'quick wins'.</p> <p>GG asked for clarity about the decision making processes for projects, and asked that once the new priorities are agreed, that all projects should be benchmarked against the priorities to allow for prioritisation of all projects, and to inform decision making.</p> <p>CD clarified that businesses cases will be presented to the Board for each project, and these would measure each scheme against the programme priorities.</p> <p>The draft paper was agreed, and the Board supported further engagement on the content prior to the next board meeting.</p>	
6.	<p>Draft Investment Plan</p> <p>MR introduced the report and set out what the document is trying to achieve.</p> <p>He stressed that the appendix to the report is a live document and is currently in a very early stage. This shows an indicative spending profile, which needs to be refined and challenged before submission in November.</p> <p>MR clarified that inclusion of a project within the paper is indicative, and that this does not pre-empt the decision of the Board on individual projects.</p> <p>MR discussed that some of the short term revenue assumptions are focussed around the reduction in UKSPF, and these are things that are essential to the management of the town centre.</p> <p>MR noted that the funding in the first two years does not cover the initial lines added, and that there is the opportunity, subject to Accountable Body approval, for the Council to cashflow the programme to allow for additional spend in the short-term, with this money repaid in future years.</p>	

	<p>MR suggested that there was a need for an online Board meeting in late October or early November to discuss this in more detail, before bringing back to Board in November for approval.</p> <p>Online board meeting to be set up in late October/ early November.</p> <p>JG asked for clarification regarding management costs and capital spend.</p> <p>MR clarified that some management costs could be capitalised if they were directly related to the delivery of a capital project, and any capitalisation of costs would help to reduce the burden on revenue funding.</p> <p>DS asked for clarity on cashflow of funds. MR clarified that if spend outweighs funding in the first years, the Council could supplement the drawdown from Government, and recover this in future years.</p> <p>RR asked whether any projects within the investment plan had crossover with the project pipeline being developed by DCC and EMCCA.</p> <p>MR clarified that some projects do tie into wider pipelines, and are working with DCC colleagues on some projects to bring these forward. EMCCA are also taking on a role in PfN and the Mayor will be consulted on the plan before submission.</p>	MR
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7.	<p>Update on communications and engagement</p> <p>a) DS introduced the minutes of the Comms and Engagement Group, and informed that the minutes had been shared as part of the papers.</p> <p>b) MR introduced the Zen City presentation, which is a national survey led by Government, related to the Plan for Neighbourhoods funding.</p> <p>EH informed the Board that this is an additional tool to support Boards across the country and it was positive to see that the results of the national survey corresponds with the engagement carried out locally.</p> <p>c) MR presented the paper from the C+E group, which outlined a plan to facilitate further engagement.</p> <p>The paper set out the reasoning for a further round of engagement, to update on the engagement carried out last year, capture the additional priorities of the board, and seek views on emerging priorities and projects.</p> <p>It was requested that Board members utilise their networks to carry out consultation, and that this would feed into the documents submitted to Government, which will be presented at November's board.</p> <p>MR confirmed that the engagement planned sits within the existing budget of the C+E group.</p> <p>DS mentioned that the revised guidance from Government encouraged further engagement, and this would therefore be positively received.</p> <p>JG urged for the draft material was reviewed and that all comms and engagement was non-technical and used plain language, to ensure it could be widely communicated and engaged with.</p> <p>RR asked whether new data which has been recently published by the Police and Crime Commissioner could be</p>	
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	<p>cross-referenced into the engagement, so that priorities such as crime and anti-social behaviour were captured.</p> <p>MR informed RR that Nicole Ndiweni Roberts was a member of the C+E group, and that this would be fed into the meeting.</p> <p>The board endorsed the further engagement planned by the Comms and Engagement group.</p>	
8.	<p>Any Other Business</p> <p>MN spoke about Organ Donation Week and the importance of this in Chesterfield, as the borough sits below the regional sign-up rate by 2%.</p> <p>MN urged for a decision to be recorded on the NHS App, and for Members to disseminate the message through their networks.</p> <p>MN spoke through his personal story and why it is so important that people record their preference, in order to save the lives of others.</p> <p>MN had worked with the Crooked Spire to turn the Spire pink to recognise Organ Donation Week.</p> <p>MN had brought a 'selfie board' to the meeting and urged Board Members to participate with him and share on social media channels.</p> <p>Finally, MN thanked the board for the opportunity to participate in the Board, and how this has improved links local partners, the Council and education sector.</p>	

	DS thanked MN for his valuable contribution and wished him good luck in his new role.	
9.	<p>Date and Time of future meetings</p> <p>October online meeting to be scheduled, date to be confirmed.</p> <p>Next in person Board meeting November 20th @ 5pm, venue TBC</p> <p>2026 board dates to be agreed.</p>	