



**CHESTERFIELD**  
BOROUGH COUNCIL



**HM Government**

Minutes of the Chesterfield Plan for Neighbourhood's Town Board  
5pm on Thursday 5<sup>th</sup> June 2025, Assembly Rooms, Market Hall,  
Chesterfield.

<b>Board Members :</b>	
Cllr Amanda Serjeant, Chair	Chesterfield Borough Council
Cllr Robert Reaney	Derbyshire County Council
Laura Jo Owen	Adorn Jewellers
Jacqui Willis	Derbyshire Voluntary Action
Andrew Kelly	Parkside School
Nicole Ndiweni	Police and Crime Commissioner
Angela Stansfield	Job Centre Plus
Canon Patrick Coleman	Chesterfield Parish Church
Simon Davidson	Cheese factor
John Croot	Chesterfield Football Club Community Trust
Emily Bowman	Junction Arts
Mahmud Nawaz	Chesterfield Royal Hospital Foundation Trust
Dave Kirby	Derbyshire Police
Gavin Grainger	Bottle and Thyme
Matt Snowden	University of Derby
<b>Officers in support:</b>	
Neil Johnson	Chesterfield Borough Council
Christine Durrant	Chesterfield Borough Council
Craig Busby	Office for Toby Perkins, MP
Juliet Rose	North Derbyshire Voluntary Action
Michael Rich	On behalf of Chesterfield Borough Council
Karl Apps	Derbyshire County Council
Ben Mitchell	Chesterfield Borough Council
Karen Johnson	Chesterfield Hospital, NHS Trust
Lynda Sharp	Chesterfield Borough Council

Warren Manning	University of Derby
Ian Waller	Chesterfield Borough Council
Andy Bond	Chesterfield Borough Council
Matthew Southgate	Chesterfield Borough Council
Richard Foster	Chesterfield Borough Council
Nick Hibberd	Chesterfield Borough Council
Apologies:	
Toby Perkins, MP	Member of Parliament
Huw Bowen	Chesterfield Borough Council
Dominic Staniforth	Barber Harrison and Platt
Nicole Ndiweni	Police and Crime Commissioner
Kath Mitchell	University of Derby
John Croot	Chesterfield Football Club
Dave Kirby	Derbyshire Constabulary
Simon Wright	Banner Jones

Item No	Item	Action (by whom)
1.	<p>Welcome, apologies and introductions</p> <p>DS has sent his apologies to the meeting as he is unwell. AS has agreed to stand in as Chair.</p> <p>AS welcomed all to the meeting and introduced new Board Members (Cllr Reaney, representing Derbyshire County Council and Matt Snowden, representing University of Derby).</p> <p>Apologies were noted.</p>	

2.	<p>Declaration of Interest</p> <p>No conflicts of interest were received.</p> <p>AS advised the Board that they will shortly receive Declarations of Interest forms for the new financial year (2025/6).</p> <p>Action: Declaration of interest forms to be completed and returned.</p>	ALL
3.	<p>Minutes of the previous meeting (13/03/2025) and matters arising</p> <p>AS asked the Board to confirm that the minutes of the meeting of the Board on 13<sup>th</sup> March 2025, were a true and accurate record. This was agreed.</p> <p>AS reviewed matters arising from previous meeting, to note below:</p> <p>A meeting of the Communications and Engagement Group meeting that had been postponed is still to be rescheduled. LS to convene a meeting in coming weeks.</p> <p>The press release sharing details of the progress being made by the Town Board has now been issued.</p> <p>The slides from previous meeting have been shared with the Board.</p> <p>LS confirmed that a letter of thanks has been sent to Cllr Renwick.</p>	LS

4.	<p>Project Development Update.</p> <p><b>A) The Shambles</b></p> <p>BM presented the paper on The Shambles that had been shared with the Board.</p> <p>AS enquired with regards to the anti-social behaviour in the area, whether the “Boots on the Ground” had been engaged. IW confirmed that it would be a mixed approach to deal with ASB in the area. CBC’s Community Safety team is engaged but there will also need to be target hardening and there has been effective engagement of Design out Crime team at Derbyshire Police.</p> <p>JW highlighted that it still seems that the priority is to get young people out of town. LJO advised that young people aren’t presenting a nuisance in the area. Rather, it tends to be adults that are facing issues that congregate in the area. She confirmed that recent work by CBC and Thomas Bow (contractors) as part of the Revitalising the Heart of Chesterfield work, has made the area look and feel better. JW asked whether works would involve greening of the area. BM confirmed that this is something that the urban design plan for the area could take into account.</p> <p>GG suggested that it would be positive to look at lighting up empty buildings and dark spaces. Whether portable lighting solutions could be explored. He highlighted that issues in quiet areas would be less problematic if they could be busier and cleaner, leading to less crime.</p> <p>EB raised this issue of displacing the problems that one area faces into another as it is improved. BM noted this concern and highlighted the importance of effective</p>	
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	<p>Town Centre operational management across the Town Centre.</p> <p>WM highlighted the need to encourage meanwhile uses in empty shops. This would be better for the town and allow for enhanced natural security through areas being better utilised/increased footfall.</p> <p>PC advised that he was encouraged that the issues around bins and refuse management were being addressed via the proposals.</p> <p>AS asked for the Board to review the recommendations in the report. It was agreed that:</p> <ol style="list-style-type: none"> <li>1. The Board notes the progress being made to improve the Shambles.</li> <li>2. The Board approves the allocation of £30k of capacity funding to fund the development of an Urban Design Plan for the Shambles area (noting the borough council will meet any costs above this).</li> <li>3. The Board approves an allocation of up to £30k of capacity funding to enable designs of Burlington Street public realm to be progressed to RIBA Stage 4 (noting the borough council will meet any costs above this).</li> <li>4. The Board notes and supports the establishment of a Shambles Working Group with key CBC Officers and wider stakeholders that will report back to the Town Board on a regular basis</li> </ol> <p>B) Community Hub</p> <p>CD and JW presented an update on progress with the feasibility into the development of a Community Hub. CD advised that this was an update following initial</p>	
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	<p>meeting of community organisations. Another facilitated session is planned in the coming weeks. Following this meeting, a further update will be shared with the Board in July 2025 and any asks around capacity funding to progress the feasibility will be made at this time.</p> <p>WM shared the view that community hubs can be very effective and highlighted the Youth Zone project in Wigan as a successful example. He advised that this project had been in part funded through local philanthropy and suggested that is something that could be considered as part of the feasibility. He also queried the target age for users of the hub. JW confirmed that this would be an all-age approach.</p> <p>JR highlighted the importance of developing a hub and spoke model that could serve wider community groups.</p> <p>MN suggested that there could also be learning from the Barrow Hill Community Centre project, where key services will be delivered in a local setting. He highlighted the importance of community wayfinding to signpost people to the services that are being provided.</p> <p>AS asked the Board to note the update on progress of the community hub feasibility. This was agreed.</p> <p>Action: AS asked the slides from presentation to be shared with the Board.</p> <p><b>c) Town Centre Framework</b></p> <p>MS presented an update on the Town Centre Framework that is being prepared by Chesterfield Borough Council.</p> <p>Following the presentation, CD asked the Board whether they felt the range of priorities and initiatives captured within the strategic context is representative of the discussions the Board has been having over the last 14</p>	<p>LS</p>
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	<p>months. CD highlighted that the feasibility projects we are working on as a Board need to fit with the framework and contribute to the delivery of priorities highlighted within the document.</p> <p>AS asked the Board if they were willing to engage in the further development of the strategy as it progresses. This was agreed.</p> <p>Action: Slides from presentation to be shared.</p> <p><b>d) Update report on project feasibility activity.</b></p> <p>As asked the Board to note the progress being made on the feasibility projects as outlined in the paper circulated. This was agreed.</p>	LS
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5.	<p><b>Update on Events programme</b></p> <p>RF provided the Board with a presentation on events planned for Chesterfield Town Centre.</p> <p>Following the presentation, PC enquired whether the Council had ceased the Medieval Market for good? IW advised that events need to be delivered in line with our ambitions and aspirations for quality events. In recent years we have been limited by building works in the Town Centre.</p> <p>AS advised that currently events are funded by the Council and through funding like UK Shared Prosperity Funds (UKSPF). The Town Board will need to look at how events are funded in the future.</p> <p>EB thanked RF for the presentation and asked that in planning events we seek to champion our local creatives and artists that would be willing to get involved. RF agreed and that local talent would be welcomed.</p> <p>GG welcomed the update and wanted to highlight the potential of local businesses to collaborate on the events.</p> <p>Action: Slides from presentation to be shared.</p>	LS
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6.	<p><b>Project Approval Process</b></p> <p>MR presented the paper on proposed project approval processes. The report was welcomed by the Board.</p> <p>MN indicated that he supported the proposals as shared but he had often seen a focus on getting projects approved and over the start line, rather than on how they deliver and perform over the longer term. LS advised that beyond approval of projects, there would be a continued focus on project monitoring throughout the Plan for Towns programme. Regular reports at a project and programme level would be required for Government and for the Board itself. The Programme Manager (to be appointed) will lead on this activity on behalf of the Board and for CBC, as Accountable Body for the funds.</p> <p>MS advised that we need to avoid having a lot of smaller projects that are pushed through below the business case threshold amount to avoid scrutiny as this could reduce the impact of the programme funding.</p> <p>CD advised that CBC would still require scrutiny to take place as accountable body for the funding.</p> <p>AS asked the Board to confirm that they were supportive of the direction set out in the paper, noting final details of the process would come back to the Board in July. This was agreed.</p>	
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7.	<p data-bbox="355 208 654 241">Any Other Business</p> <p data-bbox="355 311 1209 734">As advised that Government officials involved in the Plan for Neighbourhoods team are scheduled to visit Chesterfield on 24<sup>th</sup> June 2025. They will meet with some Board members and CBC officers for an hour prior to being shown around the Town Centre. DS, JR, EB and LJ have agreed to attend. The Board will be given feedback at the July meeting.</p> <p data-bbox="355 804 1198 1059">AS advised that Minister Norris, the lead for the Plan for Neighbourhood's programme has invited all Chairs to Parliament on 10<sup>th</sup> June 2025. DS is not able to attend. EB has agreed to stand in at the meeting.</p> <p data-bbox="355 1128 1206 1503">LS advised that the Plan for Neighbourhoods Programme Manager job is being advertised (via the Council's website). Consideration is being given into how the Board may engage in the recruitment. Board members are asked to promote the job as appropriate to encourage a strong field of applicants.</p> <p data-bbox="355 1572 1203 1769">LJO shared that the "Shop in Chesterfield" awards were being planned and that the Board would be invited to attend. Further details to be shared.</p>	<p data-bbox="1232 1406 1299 1440">ALL</p> <p data-bbox="1232 1671 1276 1704">LS</p>
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8.	<p>Date and Time of future meetings</p> <p>July 24th September 25th November 20th</p> <p>(venues tbc)</p> <p>AS confirmed that a visit to Barnsley is being planned. This is to allow the Board to see the healthcare provision that has been created within former Town Centre retail space. Further details to be shared with the Board.</p>	LS
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