**Coleford Town Council**

**Marketing and Regeneration Minutes**

**Tuesday 23rd of May, 2023**

**6:30pm – 8:30pm**

**Council Chamber**

**Present:** Cllrs. N Penny, S Cox, P Kyne.

Cllrs. M Parker and M Cox also in attendance.

Oliver Forsyth (DHVA)

1. To elect a Chair

Cllr P Kyne proposed by N Penny, Seconded by S Cox.

Unanimously agreed

1. Reconsider role and remit of committee

Existing role and remit to be reviewed, in particular with a view to growing the membership to include representatives from our town traders. It was discussed that there is need for the reinvigoration of a Coleford Traders Association, starting with the collecting of all email addresses (with consent re GDPR) and contact details.

**Recommendation:** Cllr P Kyne to start process of trader engagement and collecting of contact information. The role and remit of this committee to be deferred for 3 months to take onboard any feedback received.

1. Apologies from Cllr C Elsmore and Town Clerk C Haine
2. Declarations of Interest – None noted.
3. Dispensation requests – Cllr. N Penny informed the meeting that he had again requested
4. To take comments from the Public Forum – Cllr M Parker introduced to Oliver from DHVA
5. Approve minutes of 11 April 2023

Proposed by Cllr S Cox, Seconded Cllr N Penny.

Minutes signed by Cllr P Kyne.

1. Matters arising from minutes of 11 April 2023

Item re report from TIC coordinator to be included on the agenda for June M&R meeting.

1. To receive an update on UK SPF
	1. The tender process is ongoing. It was noted that any formal questions have been responded to.
	2. Cllr M Cox updated on latest work from UWE students. The survey to support the architectural students had been carried out last week, with some issues relating to the building noted. Two students have been identified to take this work forward, and Cllr Cox has shared information on our current facilities with them. The students are being funded by the UWE to complete this work, with Coleford Town Council paying expenses.
	3. Cllr M Cox also updated on potential funding streams for Heritage (Biffa) with an Expression of Interest deadline of 1st June. The Community Ownership Fund is also opening with funding up to £1m available to Town and Parish Councils.

**Recommendation:** That we request DHVA to progress an EOI (noting deadlines) for the Clock Tower.

1. Update from Regeneration Manager

Cllr N Penny shared the latest update received by email from Wendy Jackson in particular in relation to the Rural England Prosperity Fund.

**Recommendation** – Louise John to be invited to the Marketing and Regeneration committee meeting nearest to (after) 13th July when more information is available. N.B. A specific meeting could be arranged for this subject.

1. To consider Pop-Up Pumpkin Patch

**Recommendation** – We do not proceed with a pumpkin patch event given that we have local businesses that sell pumpkins.

1. Committee tracker – Cllr Kyne updated Members that recommendations were continuing to be progressed via the tracker. Cllr M Cox challenged where the item re town centre markets had come.

**Recommendation** – agenda Town Centre Markets for the next meeting.

**Meeting closed at 19:22**