

SCARBOROUGH TOWN BOARD

FRIDAY 13th JUNE 2025

SCARBOROUGH TOWN HALL | 10:00 AM

DRAFT MINUTES

Chair David Kerfoot CBE DL DK	Liz Philpot LP YNCA
Deputy Chair Richard Boyes RB Scarborough Business Partnership	Clare Harrigan CH Beyond Housing
Adrian Perry AP Scarborough and District Civic Society	Rachel Drew RD Arcade
Simon Bull SB Scarborough Business Ambassadors	Lauren Hopson-Haw LHH NYC
Caroline Routh CR Stephen Joseph Theatre	Kerry Levitt KLV NYC
Mel Bonney MB CaVCA	Daniel Fisher DF NYC
Sam Allum SA North Yorkshire Sport	Helen Jackson HJ NYC
Cllr Liz Colling LC NYC	Laurie Wilsher LW Minutes NYC
Nic Harne NH NYC	

1. APOLOGIES

- Alison Hume MP
- Richard Flinton, NYC
- Cllr Mark Crane, NYC
- Matthew Butterworth, CU Scarborough
- Rachel Wood, North Yorkshire Police

2. DECLARATIONS OF INTEREST

- 2.1. Mel Bonney and Caroline Routh declared they are members of the Scarborough Fair Advisory Group.

3. MINUTES OF THE LAST MEETING AND MATTERS ARISING

- 3.1. An error was identified within the minutes of the meeting held on Friday 28th February 2025. It was raised that LC had made no declaration of interest and MB was correctly identified as the member of Scarborough Fair Advisory Group. The Board subsequently agreed the revised minutes as a true record.
- 3.2. Minutes of the meeting held on Monday 31st March 2025 (Extraordinary Meeting) agreed as a true record.
- 3.3. No matters arising.

4. SPRUCING UP SCARBOROUGH – Lauren Hopson-Haw

- 4.1. LHH presented an update on the Sprucing up Scarborough project outlining the three-year plan. The scheme has been successfully implemented in the first six-month phase of activity with the Spring Clean event being well-received within the community. Progress will continue across the projects' key workstreams:
- Urban Maintenance
 - Shop front and building improvements
 - Public Realm enhancements
- 4.2. The Board requested clarity on the boundary of activity as other areas were identified as requiring project intervention. Officers advised that the boundary follows the defined Town Centre boundary but extending this could be explored and redefined where there is a need.
- 4.3. A request for further public perception feedback was made. The board was satisfied that the anecdotal evidence confirmed a positive public response and were pleased to see tangible results being delivered on the ground. Concerns were also raised around the ongoing maintenance of the project.
- 4.4. RB raised request for information regarding benchmarking success. Officers responded with solid baseline information and similarities to business improvement districts.
- 4.5. The board raised queries around the responsibilities for street furniture, railings and sign cleaning. Officers responded to confirm the Council's Environment Directorate are looking into efficiencies and best practices as part of the local Government restructure.

Action: Officers to feedback to Board Members regarding Environment Directorate work plan.

5. PLAN FOR NEIGHBOURHOODS – KLV & LHH

- 5.1. The Scarborough Neighbourhood Board member recruitment drive proved successful with 16 applications. Following assessment, eight candidates were shortlisted with consideration given to the thematic gaps identified by the Board:
- Skills
 - Health and Wellbeing
 - Cohesion
 - Transport
- 5.2. The Board have selected four new members and left one space vacant for the Town Council to elect a representative though not mandatory.
- 5.3. Selection of a newly appointed Chair is ongoing. The selection panel are working with officers to ensure a smooth transition supported by the present Chair and are confident in a positive outcome.

- 5.4. DK provided an update on the Plan for Neighbourhoods Conference. It was a positive experience with Central Government reiterating the advantages of a light touch approach and the need for programme interventions to be broad and community led.
- 5.5. KLV presented an update on developments to the Plan for Neighbourhood programme following receipt of MHCLG guidance. Funding is to be allocated in three phases over the ten-year programme with the initial phase commencing in April 2026.
- 5.6. The board raised concerns around delivery timeframes and requested further information regarding the workload of updating the existing plan to accommodate the increase in themes from three to eight.
- 5.7. Officers are confident no substantial changes will be required as the process is primarily an administrative procedure to ensure that the plan is comprehensive and covers all stipulated requirements.
- 5.8. LHH provided an update on the engagement plan. Previous engagement has proven to be robust with demographic data captured demonstrating participation from a broad cross-section of the community. Future efforts will be focussed on confirmation of existing feedback and targeting the lower response wards and demographic age groups.

6. WEST PIER – Dan Fisher & Helen Jackson

- 6.1. DF provided an update to the Board around the West Pier project. 3 key risks were highlighted:
 - Timeframe delivery
 - Judicial Review
 - Cost factors
- 6.2. Strategies are being implemented to mitigate the impacts of these risks on the progress of the project.
- 6.3. Planning permission is likely to be secured in Q2 2025, facilitating a start on site date in early 2026.
- 6.4. Officers are confident that key ticket-items are deliverable within the established timeframes and whilst programming the scheme has been challenging a clear path has been established to a positive outcome.

7. Towns Fund Project Updates – KLV

7.1. Station Gateway

- 7.1.1. RB – Significant work has been done regarding the options appraisals for the scheme. Emphasis was placed on the critical management of relationships with stakeholders during the phased approach of delivery.

7.1.2. Option 4 was selected as the preferred way forward at the Station Gateway meeting on the 27th May 2025.

7.1.3. RB stressed the continuing need for cohesive and collaborative working between the MCA, the Board, and the Local Authority. This was acknowledged and supported.

7.2. FabLab (Digital Upskilling)

7.2.1. Project progress is ongoing. A project brief has been written and is undergoing adoption with the Council's Adult Learning and Skills service.

7.2.2. Delivery is expected to commence in autumn 2025.

7.2.3. A full update will be provided at the next quarterly board meeting.

7.2.4. Board Members requested clarification around external grant funding. Officers confirmed clarification will be forthcoming.

7.3. Cinder Track Connections

7.3.1. A value engineering exercise (cost review) has alleviated the need to descope the project. The project is progressing well now that additional regeneration resources have been committed.

7.4. Scarborough Fair

7.4.1. Scarborough fair continues to go from strength to strength with a full package of events scheduled for year ahead.

7.5. Wild Eye

7.5.1. Wild Eye has now successfully completed its programme of works. There has been positive public feedback around the Sea Watching Station.

7.5.2. A project close-down review is underway to document the success of the project.

8. A.O.B

8.1. DK has written three letters of support. Two of the letters of support were for the Sustainable High Street Fund, one of which is for Scarborough Fair (revitalising Scarborough) and the other for This is Scarborough. Both were successful bids. The third letter was written for the Sea Hub Feasibility Study; the outcome of which is still to be determined.

9. Date of next meeting

9.1. Friday 25th July 2025 (tbc)

9.2. Friday 19th September 2025