

## **Stocksbridge Towns Fund Board (STFB)**

**DATE & TIME:** Weds 2 July 2025, 3.30pm

**LOCATION:** via Teams

**CHAIR:** Yuri Matischen

### **ATTENDEES:**

#### **Board Members attending:**

- Yuri Matischen, Stocksbridge resident - Co-Chair (**YM**) (Active Trails Representative)
- Hilary Osborn, Stocksbridge resident (**HO**) (Joint Community Representative)
- Liz Sedgwick, Valley Medical Centre (**ES**) (Health Representative)
- John Crawshaw, Stocksbridge business owner (**JC**) (Placemaking Representative)
- Charlotte Coleman, Sheffield Hallam University (**CC**) (Joint Education & Skills Representative)
- Ian Sanderson, SLR Outlets (**IS**) (Community Hub 519 Representative)

#### **Also attending:**

- Sean McClean, Director of Regeneration and Development, SCC (**SM**)
- Johnny McQuillin, Finance Officer, SCC (**JM**)
- Leigh Sanders, Communications Team, SCC (**LS**)
- Jonathan Harty, Chief of Staff to MP Marie Tidball (**JH**) (via Teams)
- Adam Midgley, Head of Service, Capital Delivery Service (**AM**)
- Jess Thompson, Project Manager, RLB (**JT**)

#### **Apologies:**

- Marie Tidball, MP for Penistone & Stocksbridge -Co-Chair (**MT**) (Hopper Bus Representative)
- Graham Silverwood, Stocksbridge Training and Enterprise Partnership (STEP) & Stocksbridge Community Leisure Centre (SCLC) (Sports Hub Representative)
- Tony Goddard, Liberty Steel (Joint Education & Skills Representative)
- Kate Martin, Executive Director City Futures, SCC
- Michelle O'Neill, Acting Programme Manager, SCC (**MO'N**)

#### **Minutes:**

- Melanie Crawford, PMO, Service Support Officer, SCC (**MC**)

## **Item 1. Welcome and apologies**

Apologies were noted as above.

Marie Tidball MP was in Parliament, but Jonathan Harty attended on her behalf. Kate Martin is in Liverpool with LGA from 1-3 July.

## **Item 2: Governance and declarations of interest (for items on the agenda)**

Declarations of interest forms for existing members are being collated by Shahnaz (CDS PMO). YM, IS and JC have all submitted forms.

**Action** PMO to chase outstanding forms.

## **Item 3. Confirmation of discussion and actions arising from Board meeting on the 13<sup>th</sup> June**

YM noted that minutes of the meeting on 13<sup>th</sup> June had been issued to all Board members of the meeting held on 13<sup>th</sup> June during election period (without SCC officers present) These were ratified by all members present

**Action:** meeting notes of 13<sup>th</sup> June to be attached as part of formal minutes of this meeting.

## **Item 4. Update on progress with acquisitions**

### Factory shop and Chemist

IS has been working to secure a firm offer on the factory shop. Terms have been shared with David Ambrose (DA, SCC).

Dialogue has also taken place with the pharmacy and they are keen on the potential move to the ground floor of 519 Building. They will need 800-1000 ft<sup>2</sup>

A meeting has been held with Sheffield Technology Parks (STP) who have produced plans of the proposed layout of the 519 Building, which were shared with the board.

SM advised that once the Board is happy to proceed, the purchase of both buildings (factory shop and chemist) will be needed before demolition can be carried out.

SM can move this forward while DA is on leave.

SM confirmed that there was a historical issue re the title deeds. This has been resolved but it is still an issue with Bargain Booze.

**Action** IS to forward docs that were sent to DA to SM, for SM to progress the purchase.

IS informed the Board that the proposal was for chemist to occupy the unit shown as pink/purple on the ground floor plan. This would enable the Hub building to generate income.

A discussion was held around any potential additional costs of buying the factory shop.

With the chemist there are 2 parties -the freeholder / landlord and the tenant, which is Wells Pharmacy.

It was suggested that the ground floor café unit could be split into two units to accommodate the pharmacy and provide an additional rental unit.

STP has advised that the café could be located within the entrance to the business and education space. This would enable the café to operate a controlled door, removing the need for a concierge. Access would be provided to the outside/bin store area by the café being in the end unit.

It was noted that occupation of the unit was seen as an opportunity by the chemist, one benefit being proximity to the GP.

IS explained that in the earlier plan there had been a corridor running down the front of the building to access the purple unit. This has now been removed, meaning that the yellow and green units would have access to the street. It also opens up more usable space within the community space.

SM provided clarification re the timescales involved in purchasing the shop and chemist. This was largely dependent on their solicitors. Once the revised terms have been sent to DA, legal discussions can begin with SCC solicitors.

**Action:** SM to check whether committee approval is required before solicitors can be instructed.

JT explained that access is required between the green and yellow areas so that the community space can access WCs within the reception area of the business.

There was a concern however regarding removal of the corridor, in that it had been integral to the fire strategy. There are now spaces with a single fire escape where previously there was an escape from 1 unit to another and out of the front door. Building/Fire Regulations require a secondary means of escape, and stipulates maximum distances for escape routes, which are likely to now be exceeded.

JT shared the current fire strategy plan to highlight the concerns.

There is also an issue re daylighting in the pink unit and grey units -part of which is underground. The building has been granted Planning with a score of 'very good' on BREEAM (Building Research Establishment Environmental Assessment Method) . Any changes may reduce the score. The original intention was for the building to be net zero, but a compromise was made on the understanding that a score of very good would be met.

**Action:** IS to send plan to JT for team to assess against fire strategy and look at daylighting issues.

Further discussion was held around potential costs to purchase the Factory Shop. YM clarified that the total cost for the scheme is estimated at £1.5million.

Notional figures had been given (at the meeting on 13<sup>th</sup> June) for demolition, but these were likely to be lower. It was noted that if the chemist does not wish to sell; no demolition could occur

**Decision:** all members present voted in favour of proceeding with the purchase of the Factory Shop and chemist. MT (MP) has already indicated her support.

## Bargain Booze

SM informed the Board that the contract had been received from solicitors on behalf of Bargain Booze (BB) on 26 June, following 8 weeks of chasing. SCC solicitors had signed this off the following day but we are now chasing BB solicitors daily again for their sign-off. Once this is received, we can complete.

**Action:** Comms needed re purchase of shops before demolition is announced.

### **Item 5. Update on appointment of Alex Parker**

SM informed the Board that Alex would be employed via an agency (Reed). Onboarding to take place and the aim is for him to hit the ground running and start to chase grants that are likely to be successful.

HO has started lottery applications with support from Alex and needs to get in contact with schools, so will be in touch with Alex as soon as he is appointed. SM clarified that all employment costs would be covered through the agency and that Alex would be classed as self-employed. SCC to provide office resources including laptop.

**Action:** CDS to put Alex in touch with Reed so that he can be onboarded next week.

### **Item 6. Review of Shop Fronts scheme and progress**

AM gave an update on action taken due to the Board expressing the need to accelerate the scheme into delivery.

Procurement will now take place based on the shopfronts only, excluding the canopy and façade above that, which will be treated as a separate project. The Coda design has been used to develop a specification, and design development will progress for 1 sample shop front -St Luke's. A call-off order will then be used to carry out works on the other shops as the owners come on board. This is quicker than asking for a fixed price up front for all the work, which would be a larger procurement process. This also simplifies the process as Planning permission may not be required for a standard shop-front upgrade without work to the canopy.

A discussion was held around that fact that some shop owners are very keen to have the work done and that there is some frustration that it was first mooted 2 years ago but there has been no progress until now.

ES has sent names and addresses of interested owners to MON and to MT (MP). It was noted that MT (MP) has arranged to meet local shop owners on 17<sup>th</sup> July as part of her constituency role. JH clarified that this resulted from an invitation by Voyager Artspace owner to visit her shop. MT had wanted to provide an opportunity for people to talk to her about the Towns Fund scheme at the same time although this was not the main purpose of the meeting.

AM confirmed that although initial work will be carried out on St Luke's, if others want to go ahead with the installation, they can sign up.

**Action:**

Briefing note to be produced for MT to share with attendees, to give a positive message but also to manage expectations around what the scheme will and will not cover (CDS)

Matrix to be produced showing permissions needed from freeholder and leaseholder and to sign off when this is received for each shop. (CDS)

**7.Communication Update and Next Steps**

LS reported that he had drafted a comms plan. This will be shared with MON when she returns from leave next week and finalised before the meeting on Thursday 10 July which has been arranged to share the strategy with the Board and discuss.

The strategy involves working with trusted members of the Stocksbridge community to get across key messages.

Comms around the Hopper bus service is planned with Lucy Ashton (Radio Sheffield), scheduled for the end of July when the service is due to start.

It was noted that there was some activity on social media currently around the Hopper Bus This seemed to involve circulating information that was publicly available regarding routes/ timetables, but had not come through MT's office.

It was noted that there is currently a petition to prioritise bus services in Stocksbridge. It was noted also that comms around STF projects needs to be ahead of the game not reactive.

**Action:** ES to forward information being shared on Facebook about the Hopper bus routes to JH, SM and LS

JH confirmed that, now we are out of PERP period, MT is happy to front up the launch of Hopper bus which is scheduled for week commencing 21 July. The best days for MT are Thursday/Friday or the weekend but there is some flexibility with notice.

**Action:** JH to prepare comms from MT's office and share with LS to ensure the message is consistent.

JH to feedback to MT's office re social media posts with a view to contacting those responsible.

**8.Review of 519 Hub Management options and future operating model**

IS informed the Board that initial advice has been provided by STP around managing the business spaces, control of who wants access etc. They are happy to continue in this role until just past the official opening. A proposal will be made to SCC to engage STP -there was a discussion around this.

IS shared the plan of the first floor which is the first version of how the space could look. There are 4 business spaces-advice to be provided re rates that could be charged.

It was noted that HO, CC and TG (ED/Skills reps) may benefit from support from STP around developing a sustainable training model. It was noted that the smaller training spaces may be more affordable therefore more attractive to training providers/easier to let.

SM advised that the options for 519 are either to hold it as a community asset, with a community vehicle that holds and runs it, or for it to be a Council-run facility. A discussion was held around the need to assess the opportunities and risks of each option. There is a community asset transfer policy -for example a shadow board would provide support over the first 18 months to ensure that the building was passed over as an asset not a liability.

## **9. Any Other Business**

### Board membership

YM advised that following the recent resignations of 4 Board members (Cllr Julie Grocutt, Mark Hible, Gail Larking and Kathryn Giles-Bowman) there was an expression of interest in joining the Board from a former Board member who has recently retired from his position as Facilities Manager for Meadowhall. YM has discussed this with MT who is in favour of inviting him to join, subject to approval by the Board.

**Action:** YM to email Board members with more information and to ask if they are in support of the proposal. If so, the decision will be ratified at the next Board meeting in July.

SM advised that, following Cllr Julie Grocutt's resignation, there will need to be a replacement for her. It is a recommendation of the Towns funding that both the City Council and Town Council are represented (Julie covered both). There is a full Council meeting next week where the decision is likely to be made regarding who the new representative will be.

**Action:** SM to feed back re decision on who the City Councillor Board rep will be, following full Council meeting.

### 3G Pitch

YM has received an email from Gareth Hayden regarding ground investigation surveys that are required for the proposed 3G pitch. The initial investigations have led to a recommendation for further investigations.

A decision is needed on whether to proceed as the investigations need to be completed before the football season starts.

SM clarified that CDS are not involved in procuring these surveys -they have been procured through the Football Association (FA)

**Action:** YM to send information to MON/SM to provide clarity on findings of the surveys and further costs.

### Comms re demolition/ licences

JT advised that the budget has been approved for demolition -we now need to issue temporary road closures to Button Row. Application to be submitted 6 weeks before start on site. This will be advertised in the local paper so will become public.

**Action:** JT to liaise with LS and JH to ensure press release goes out before licences issued.

### Options for Trails Project

YM informed the Board that several meetings have been held with Upper Don Trails Trust (UDT) regarding potential grant funding. A discussion was held around the fact that any money spent on Trails should be spent on areas within the Towns Fund area.

CC is due to meet with Yorkshire Water regarding opportunities for match funding.

**Action:**

Item to be added to agenda for meeting on 28 July to scope what money should be spent on for Trails.

**Date of next meeting:** Monday 28 July, Stocksbridge Community Leisure Centre.

### Post meeting note:

**Following a request by MT's office, the date of the next Board meeting has been changed from 28 July to 11 August.**