

Plan for Neighbourhoods (PfN) - Bedworth Board Meeting Minutes
 Friday 27th February 10:30, BRANCAB Office.

Present: Bill Basra (Chair), Julie Bromage (Vice Chair), Ken Whitehead, Owen Granfield, Jonathan White, Ryan Walker, Simon Aucott, Dave Poultney, Lynda Greasley, Sue Tonks, Jeff Hunt, Abby Kelwin, Alison Thompson, Cllr Finch, Garry Palmer, Danny Murphy, Paul Spencer and Rachel Taylor-MP.

	Actions	Who
<p>1. Welcome and Opening Remarks</p> <p>Welcome, Introduction and Apologies.</p> <p>Apologies for absence were received from Cllr King and Gill Hancock</p>		
<p>2. Declaration of Interests</p> <p>AK informed still some DOI's outstanding.</p>	<p>Email to those members whose DOI is outstanding. Completion required by 31st March 2026.</p>	AW
<p>3. Minutes of the Meeting held on 10th November 2026 and matters arising</p> <p>Minutes approved</p>		
<p>4. MHCLG Update (NBBC)</p> <p>The Regeneration Strategy and Investment Plan was submitted on 26th November 2025. Still awaiting confirmation.</p>	<p>Agreed that a User Friendly Version of the Strategy be produced by Mid April 2026.</p>	NBBC
<p>5. Communications & Engagement</p> <p>a. Draft Newsletter (Attached)</p> <p>The Draft Newsletter was agreed for circulation subject to minor changes that would result in a shorter, more accessible document that also stressed the importance of public involvement.</p> <p>Agreed that in addition to delivery to residential and commercial properties, additional copies would be printed for local schools, businesses along with health</p>	<p>Print and co-ordinate distribution</p>	WCAVA

<p>and community settings. Agreed that the website would need to be reviewed.</p> <p>b. Raising Awareness of Programme (Discussion)</p> <p>It was agreed that there is a need to raise awareness of the project and a discussion on how best to do this was held.</p> <p>It was agreed that youth groups, sports clubs and schools need to be engaged, to network with these groups a database is needed. Cluster meetings were also a useful route with Headteachers. It was suggested that Ash Green and Nicholas Chamberlaine be approached.</p> <p>Consideration of locations was also discussed such as promotional materials in the new Physical Activity Hub.</p> <p>Danny Murphy also asked that consideration be given to using a variety of mediums including a promotional video.</p> <p>It was acknowledged that getting communications and engagement right required a dedicated team that would provide the capacity and resource that the Programme required.</p> <p>c. Community Engagement (Discussion)</p> <p>Discussed as part of section B.</p>		<p>Chair/ MP</p>
<p>6. Governance</p> <p>a. Legal Structures (Attached)</p> <p>BB advised other areas were looking at this most had opted for becoming a CIC.</p> <p>The paper was already provided to the board; the board discussed the options of CIC Vs CIO.</p> <p>Recommendation 1 made by the Chair was that the Board becomes a CIC, with the option to become a CIO in the future.</p> <p>The board agreed recommendation 1.</p> <p>Recommendation 2 made by the Chair was that a review of governance arrangements over March and April be conducted with support from NBBC.</p>	<p>Commence CIC status and governance review</p>	<p>BB NBBC CDA</p>

<p>The board agreed recommendation 2.</p> <p>b. Delivery (Verbal Update)</p> <p>AT gave an outline of the proposed employment of a Programme Manager and a small team that could help ensure the project is delivered and our objectives are met over the next ten years.</p> <p>The council as the “responsible body” holding the funds on behalf of the Board have given the sign off that Warwickshire CAVA would facilitate the employment of a small team as follows as they have experience of this.</p> <p>Manager - to drive the project forward, ensuring delivery and coordinate a small staff team.</p> <p>Community development role – to work with community groups across the neighbourhood</p> <p>Admin - to deal with supporting the board, marketing and communications.</p> <p>The board agreed to initially employ the roles on a fixed term contract of 3 years which could be extended</p> <p>The recommendation to the board was made for WCAVA take on the responsibility of employment initially.</p> <p>The Board agreed.</p>	<p>Commence recruitment of BIB Co-Ordination Team</p>	<p>WCAVA</p>
<p>7. Projects 2026-2030</p> <p>a. Fountain and Almshouses Maintenance-Jonathan White</p> <p>JW advised that quite a substantial piece of work needs doing and a timescale has not been confirmed. This is a key part of the plans.</p> <p>It was agreed that the fountain should be working on May 22nd for Founders Day and all efforts should be made to achieve this</p> <p>b. Market Development-Jonathan White</p>		<p>NBBC</p>

<p>JW advised the exterior was being completed now. Works would be finished by Easter. It was agreed that the second phase would involve internal refurbishment.</p> <p>Agreed that in April discussions with traders and public would commence to formulate internal refurbishment.</p> <p>This project could benefit from the Pride in Place Impact Fund.</p> <p>c. Memorial Works (Bedworth Armistice Committee)</p> <p>After an update the Board agreed:</p> <ul style="list-style-type: none"> • To support the Bedworth Cemetery project as outlined by Owen Granfield, to improve the pathways, create a parking base adjacent to the rear fence, to move the electrical feed to near the rear fence and provide bases for two memorial benches and accompanying silhouettes. It was also agreed that changes be examined to the Coventry Road perimeter and the hedge behind the 1021 memorial. • That NBBC assist the Armistice Committee in relation to compliance matters such as planning permission and English Heritage. It was discussed whether to look at funding for this project from the Pride in Place Impact Fund <p>d. Harbour Toilets-(Gill)</p> <p>Plans currently being reviewed to ensure an accessible downstairs toilet and a washroom with changing facilities.</p> <p>e. BIB Fund (Community Grants and Investment)- Discussion</p> <p>BB advised that there was a need to start thinking about this process and how this will be administered.</p> <p>The board could work with Nicholas Chamberlaine Trust as they have a £250k and it was agreed that alignment would be consistent with early board principles of maximising impact through match funding.</p>	<p>Project Leads to note.</p>	<p>NBBC/ Chair</p>
--	-------------------------------	---------------------------

It was agreed that the businesses in the area should get involved in developing the business loans element of the BIB Fund.

f. Safer Streets Initiatives-Discussion

The Chair asked the Board to note that there was £50k earmarked for 2026/27 and that it was important to adopt a co-ordinated approach with the Police, WCC, NBBC, businesses and the community to ensure alignment, impact and reduce duplication.

g. 2026 Events-(Attached)

The Events Calendar was approved subject to the addition of Armistice Day. St George’s Day Proposals were agreed.

h. Units 2 and 4-Bill Basra

JW advised that the council are getting these cleared and cleaned. Once completed, the council will look at market's evaluations, and this will then be brought to the Board at the earliest opportunity.

Agreed that BiB posters could be put on the windows.

8.Proposals for 2026:

a. St George’s Day Celebration 25th April 2026-(Attached)

Approved.

b. Volunteers Quiz Evening 5th June 2026-Verbal

BB shared this would be set up for all the organisations in the town that use volunteers.

The Saunders have got the hall booked for this and they have waived the fee as its for Volunteers.

There may be some cost for BiB in terms of prizes. Food would be provided from local business.

The board agreed.

c. WCC Murals-(Attached)

GP discussed murals to be painted on blank walls around the town. The Board agreed in principle but with

BB to co-ordinate and inform.

<p>the understanding that further details, costing and engagement was required.</p> <p>d. GET Bookshop-(Verbal)</p> <p>Current occupants of the old Thorntons shop are happy for us to occupy small space in there, to have a stand, leaflets etc and to display shop frontage. This would address some of the issues discussed under communication, profile and engagement.</p>	<p>BB to action.</p>	
<p>9.Visit by Bishop of Coventry (Verbal)</p> <p>The Board were informed that the Bishop of Coventry would be visiting Bedworth on Friday 20th March 2026 and was keen to meet Board Members. Agreed that this would be held at the Harbour Centre and that further details would be sent in due course with a request for confirmed attendees.</p>	<p>BB to circulate details</p>	<p>All to respond by 16th March 2026</p>
<p>10. Any Other Business & Future Meeting</p> <p>All to note that the next Board meeting would be held in Early June on either Monday or Fridays at 10:30.</p>	<p>All to note</p>	