



NAME OF MEETING:	Town Board Meeting
DATE/LOCATION:	Futures Park, Bacup, OL13 0BB 05/06/2026
ATTENDEES:	Alyson Barnes (AB), Andy Schofield (AS), Andy MacNae MP (AM), Clive Balchin (CB), David Smurthwaite (DS), Iain Taylor (IT), Jaid Flatley (JF), Jan Shutt (JS), Jodie Oatway (JO), Jack Sneddon (JS), Jackie Oakes (JOA), Kimberly Howarth (KH), Lynn Smith (LS), Megan Eastwood (ME), Nicola Avery (NA), Nick Harris (NH), Peter Terry (PT), Rob Huntington (RH), Samantha Sandford (SS), Stephen Anderson (SA)
IN PART ATTENDEES	Laura Diffy (LD), Paul Becouarn (PB), Amanda Robinson (AR)
APOLOGIES:	Barbara Ashworth (BA), Charlotte Scheffman (CS), David Motley (DM), Deyrick Allen (DA), Leonie Ford Miah (LFM)
MINUTE TAKER:	Jodie Oatway (JO)

	Item
1	<p>Welcome and apologies IT opened the meeting and shared apologies.</p>
2	<p>Minutes from previous meetings The minutes of the previous meeting were accepted and agreed.</p> <p>Actions were picked up and addressed during the course of the agenda.</p>
3	<p>Conflicts of interest Board members were reminded to review and update their declarations of interest.</p> <ul style="list-style-type: none"> No declarations of interest were made. <p>Action: Board members to ensure conflict of interest records remain up to date.</p>
4	<p>BID Feasibility Study and Recommendations LD presented the findings of the Rawtenstall BID Feasibility Study, covering:</p> <ul style="list-style-type: none"> Overview of the feasibility study. Business survey findings. BID revenue options. Indicative timeline. Recommendations.

Key points included:

- 285 eligible premises with a rateable value above £6,000.
- 82 survey responses received, representing approximately £4m of rateable value.
- Over 200 businesses engaged face-to-face.
- Business communication was identified as a key issue.
- Public space CCTV was highlighted as a priority for future investment.
- Crime remains a concern, with 12% of businesses experiencing crime weekly or daily.
- Recommended BID model: 2% levy on premises above £5,999 rateable value, capped at £10,000.
- Potential BID income estimated between £255,588 and £666,330 over five years.

Board members discussed response rates, LGR implications, major business support, and the role of Pride in Place in supporting early BID development.

It was acknowledged that this the BID feasibility report was not circulated in advance, however the report was in very early draft stage form, and the Council wanted some amendments to be made before it was circulated.

Decision: Agreed in principle to progress the next stage of BID development with some support from Pride in Place.

Decision: Support further feasibility and business engagement work.

Action: Future papers to be circulated in advance of meetings.

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Finance update

ME presented the finance update.

Key points included:

- An update on the capacity funding spend,
- £30,000 additional match funding secured for Woodside Crescent and the Heys path improvements
- Total match funding secured now stands at £67,000 exc any capacity match.
- Community Grants Programme procurement is underway
- Discussion took place regarding accelerating delivery of some projects and reviewing project profiling.

Following the discussion on project profiling, it was confirmed that these recommendations would come to the board following subgroup discussions. It was also reiterated that if any borrowing for the programme is required, this would be a Council decision.

Board Members also discussed procurement, social value, governance arrangements and communications.

Decision: Agreed to explore opportunities to accelerate project delivery.

	<p>Decision: Allocate £20k to the BID business case development from unallocated capacity funding</p> <p>Decision: Allocate underspends to support communications from unallocated capacity funding circa £19k</p> <p>Decision: Subgroups to consider underspends against the capacity and consider allocation to support other feasibility work.</p> <p>Action: Officers to review project profiling where necessary and present to subgroups</p> <p>Action: Finance reports presentation to be reviewed</p> <p>Action: Install a Town Sq notice board</p> <p>Action: AM to continue to recommend to Government principle of bringing delivery spend forward</p>
<p>6</p>	<p>Building Grants Programme</p> <p>JO presented a proposal for a £298,000 Building Grants Programme focused on Rawtenstall, Waterfoot, Crawshawbooth and surrounding centres.</p> <p>The report recommended changing the approach from traditional building grants to a business grant scheme.</p> <p>The programme aims to:</p> <ul style="list-style-type: none"> • Bring vacant units back into use. • Support start-ups, expanding businesses and young entrepreneurs. • Increase footfall and town centre activity. • Prioritise occupation rather than building improvements alone. <p>Board members supported grants of up to £10,000 per business (however to retain flexibility if required) and discussed eligibility, conservation requirements, revenue and capital costs and targeting priority properties.</p> <p>The group emphasised the importance of a simple application process.</p> <p>Decision: Approved development of the Business Grants Programme.</p> <p>Decision: Supported an initial maximum grant value of £10,000, subject to review.</p> <p>Decision: For Panel members to consider additional support applicants with appropriate mentoring</p> <p>Action: Officers to develop detailed criteria, application processes and communications.</p> <p>Action: Officers to prepare a targeted list of priority properties.</p> <p>Action: CB to be added to assessment panel.</p> <p>Action: Officers to prepare a communications strategy alongside the launch of the scheme.</p> <p>Action: Officers to confirm working capital is capital or revenue alongwith professional fees.</p>
<p>7</p>	<p>Rossendale Works Case Study</p> <p>PB delivered an update on Rossendale Works.</p>

	<p>Key points included:</p> <ul style="list-style-type: none"> • Programme commenced on 1 April. • Delivered by Active Lancashire using physical activity and tailored support to improve employability. • Additional staff recruited and venues established. • Activity underway in Staghills and Edgeside, including pre-employment support, digital skills, wellbeing sessions and community engagement. <p>Key outcomes since 1 April 2026</p> <ul style="list-style-type: none"> • 13 people engaged • 13 key worker support • 13 wellbeing improvements • 5-6+ sessions attended • 3 secured employment <p>Board members welcomed the progress made and discussed opportunities for stronger partnership working.</p> <p>Action: Consider an Employment Forum with providers</p>
8	<p>Rossendale Digital Update</p> <p>An update was provided on Rossendale Digital by AR.</p> <p>Key points included:</p> <ul style="list-style-type: none"> • Ongoing digital and technology events. • Strong interest in the Rossendale Digital Hub and co-working space. • Opportunities to promote Pride in Place activity through digital channels. • Nine individuals have expressed interest in co-working space. • Demand for private office space has also been identified. • Expect it to lead to understanding skills and employability requirements. <p>Note: AR to put on record the support of Andrew Dean in Economic Development to the Digital partnerships</p> <p>Actions: Explore links between Rossendale Digital and Staghills Estate.</p>
9	<p>Communications and Subgroup Update</p> <p>JO provided an update on communications activity.</p> <p>Recent activity included:</p> <ul style="list-style-type: none"> • Promotion of Rossendale Works sessions. • Launch of the Active Travel and Leisure Grant Pot. • Youth engagement through The Zone. • Continued website updates and stakeholder engagement. <p>Upcoming activity includes:</p> <ul style="list-style-type: none"> • American Football Pitch funded through capacity funding completion. • Edgeside Park improvements match funding and Woodside Crescent/ the Heyes path improvement match funding announcements.

- FORBA match funding and completion
- Waterfoot Wakes support.
- Rossendale Radio feature.

Board members stressed the importance of visible and consistent Pride in Place branding and highlighted the need to regularly communicate project progress.

Suggestions included:

- A Pride in Place noticeboard within the town centre.
- Greater visibility of project achievements.

AM offered support through his office.

Decision: Agreed that Pride in Place branding should be consistently applied across all projects.

Action: Officers to continue regular programme updates and promotional activity.

Action: Board members interested in the Rossendale Radio feature to contact Iain.

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AOB

Members were advised that the Local Plan review will commence on 15 June.

Members are advised consultation for Marl Pits is being undertaken.

The importance of local organisations working together on future procurement opportunities was highlighted.

Date of next meeting: 4th September

Time: 1pm-3pm

Venue: Futures Park, Bacup