

## MINUTES OF BERWICK COASTAL COMMUNITIES TEAM MEETING HELD 14<sup>th</sup> MARCH 2018

### IN ATTENDANCE

<b>Julien Lake</b>	Berwick Community Trust
<b>Gareth Davies</b>	Berwick Town Council
<b>Rob Strettle</b>	Northumberland County Council
<b>Ros Lamont</b>	The Maltings Berwick Trust
<b>Philip Mawer</b>	Berwick Archive and Museum Action Group
<b>Jim Evans</b>	Berwick Guild of Freeman
<b>Stephen Scott</b>	Berwick Chamber of Trade & Commerce
<b>Zoreen Hill</b>	Berwick Civic Society
<b>Andy Ashcroft</b>	Berwick Coastal Community Team

### 1. APOLOGIES RECEIVED

<b>Alan Irving</b>	Bhc Shipping
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### 2. MINUTES OF CCT MEETING 21.9.17/MATTERS ARISING.

The Minutes of the BCCT held on 13<sup>th</sup> December 2017 were circulated although incorrectly titled and did not record the attendance of Zoreen Hill. The previous Minutes will be amended and recirculated.

### ACTION POINTS

Draft Minutes of BCCT Meeting of 13.12.17 to be revised and recirculated.	<b>AA</b>
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### 3. REFRESH OF DMP

JL made reference to correspondence received from Northumberland Tourism which reflected that the EP provided a basis for updating DMP Priorities.

The Group considered and discussed a Paper tabled by GD, developed following a series of meetings with NCC in regard to Tourism Information Services. The Paper outlined an approach which would give Berwick greater influence in shaping locally delivered tourism information services through the development of a Berwick DMP Partnership addressing, tourism information services, events and product development and joint work with local tourism based businesses.

The Group were supportive of the direction and ambition of the proposed establishment of a structured Berwick DMP Partnership as an active delivery vehicle for tourism development and considered the upcoming CCF Round 5 call for projects as a potential funding source to drive progress.

#### 4. CCF ROUND 5 CALL FOR PROJECTS

JL confirmed that information regarding the call for CCF Round 5 projects had been circulated to all BCCT members.

Within Round 5 there are two separate funding Rounds; a 'fast track' early round for revenue only projects with funding available from f/y 18/19 (Stage 1 closing date 2/4/18), and the main funding round, with project funding available from April 2019 (Stage 1 closing date 30/4/18).

The Group identified a number of potential proposals which contained a capital element and which would target the main funding round deadline:-

- The Barracks Heritage Hub – significant research and development work had been completed. Further work was in progress to inform an HLF Stage 1 and possible CCF funding submission and further discussions with English Heritage were arranged.
- Wayfinding and Signage Scheme – a consultation commission had been finalised and put out to tender for a phased development approach across the town. Findings and recommendations from this work could form the basis of a CCF funding submission.
- Visitor Facility at Port of Berwick – the CCT had been advised of a potential further CCF application from the Harbour Commission to develop a visitor reception facility at the Port.

Reflecting on the 'fast track' round the Group felt it important that Berwick shows both interest and intent in progressing the delivery of EP Priorities.

JL reflected that the CCT had been developing a revenue based proposal reflecting the EP, findings from the Tourism Conference and the desire to refresh the DMP and that this could be developed further to

accommodate the establishment of the Berwick DMP Partnership. On this basis the Group agreed to support, in principle, the further development of this proposal as a CCF 'fast track' revenue bid.

The Group were advised by RS that the likely level of CCF funding available to Berwick would be around the £300K level in total. In accepting this advice the Group felt that project development should not be financially constrained and that projects should seek the appropriate level of resources required for effective delivery.

The Group were reminded that it would be important for the BCCT Website to be kept current with project information and individual Partners gave a commitment to provide project updates on a number of initiatives.

#### ACTION POINTS

Circulate Draft CCF 'fast track' revenue proposal for comment.	<b>AA</b>
Meeting to discuss 'fast track' proposal 10am 20/3/18	<b>RS, GD, JL, AA</b>
Meeting to discuss 'fast track' proposal 10am 23/3/18	<b>PM, RL, SS, JL, AA</b>
Project Update on Barracks	<b>PM</b>
Update/Note on Tourism Conference	<b>GD</b>
Project Update on Wayfinding & Signage Scheme	<b>RS</b>

#### 5. BRC METING/FEEDBACK

JL reported that AA and himself had attended the Berwick Regeneration Commission meeting held on 15<sup>th</sup> February 2018. Through a tabled paper and general discussion the BRC were given an update on the work of the BCCT.

The Group were advised that the BRC were establishing a projects pipeline in relation to future funding opportunities and that a number of initiatives identified within the EP were reflected in this.

GD reported that the Town Council would commence a consultation process, around May 18, in regard to the Council's Corporate Plan which would define the Council's ambitions and priorities.

#### 6. PARTNER/PROJECTS UPDATE

JL confirmed that a HLF application for funding had been submitted by BCT for the redevelopment of the Brewery Building.

RL reported that feasibility work on the future location/building of the Maltings Berwick Trust was underway and would be reporting in April.

PM reported that research and development work relating to the Barracks was progressing.

GD confirmed that the wayfinding & Signage consultation brief was out to tender and that an appointed consultancy would be secured shortly.

7. A.O.B

No additional items were raised.

8. DATE AND TIME OF NEXT MEETING

To be confirmed.