

Draft minutes to be approved at the next Advisory Board meeting on 21st January 2011

## Cheltenham Development task Force Board Meeting

**Friday 29th October 2010 - 2.00pm – 4:15 pm**  
**Pittville Room, Municipal offices, Cheltenham**

### Open Minutes of meeting

**Present:** Graham Garbutt (Independent Chair)  
 Stephen Clarke  
 Robert Duncan  
 Tim Cooper  
 David Oldham  
 Michael Ratcliffe  
 Nigel Riglar  
 Diane Savory  
 Bernice Thomson  
 Antonia Noble  
 John Rawson

**Other:** Steve Jordan – CBC Leader of Council  
 Amanda Lawson-Smith – GCC Principal Transport Planning Officer  
 Mark Sheldon – CBC Chief Finance Officer  
 Wilf Tomaney – CBC Urban Design Manager (for item 42/10)  
 Jeremy Williamson (Managing Director)

No.	Item	Action
	GG opened the meeting by formally recording his and the Board's gratitude for the outstanding contribution made by John Morris before his unexpected death in August. He welcomed John Rawson as the new Cabinet Member Built Environment and also formally welcomed Tim Cooper as the replacement for Rob Garnham who has had to step down due to his growing role with the Police.	
<b>47/10</b>	<b>Apologies:</b> Members - Chas Fellows; Daniella Tilbury; Tony Bray; Andrew North; Chris Smith and Sarah Irvine. Attendees - Nick Croft	All
<b>48/10</b>	<b>Declarations of Interest</b> – none declared.	All
<b>49/10</b>	<b>Minutes of previous meeting - accuracy</b> With two minor amendments noted below the minutes were approved as a true record: 39/10 Gloucestershire First presentation - potential knowledge gaps will be dealt with by a local economic assessment; 42/10 update report from public realm group – capital works programme had not been formally agreed as at 25/06/10 but subsequently progressing via Stephen Burden (GCC).	
<b>50/10</b>	<b>Action Matrix and Matters Arising</b> It was noted from the minutes previously circulated that almost all actions had either been completed or were on the agenda for further consideration. The items requiring attention were (i) 22/10 register of members interests – members were requested to complete forms before leaving; (ii) 39/10 covered under 49/10 (above).	JW
<b>51/10</b>	<b>Confirmation of Confidentiality of Items</b> Unanimously agreed.	GG

<b>52/10</b>	<b>Board Vacancy</b> GG/JW talked to paper previously circulated regarding replacement of Richard Hardy and actions for a replacement were endorsed by members. Agreed GG/JW would report back to next meeting.	GG/JW
<b>53/10</b>	<b>Local Enterprise partnerships</b> Nigel Riglar gave a verbal update noting that the initial submission had been made by GCC on 10/09/10.  GG circulated a map copied from that day's Financial Times showing 24 national LEP partnerships announced by Government out of 56 bids. The Gloucester, Swindon and Wiltshire bid was not on the successful list and further discussions with Government Officials were anticipated the following week which in turn would enable consultation with Local Partners to determine the best way forward  SJ endorsed the wider Gloucestershire approach but noted his concern that a strong Gloucester, Swindon and Wiltshire bid should not undermine a strong voice for Gloucestershire. It was agreed NR would liaise with Task Force Board and individual members as necessary as the situation develops.	NR
	The public part of the meeting concluded at this point.	