

Newark Town Executive Board

Wednesday, 21 January 2026 at 1.30 pm

**Hybrid Meeting / First Floor, Newark Buttermarket, Middle Gate,
Newark NG24 1AL and Microsoft Teams**

You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the agenda as overleaf.

If you have any queries please contact Karen Langford on
Karen.Langford@newark-sherwooddc.gov.uk

AGENDA

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2. Declaration of Interests	
3. Minutes of Previous Meeting - 10 November 2025	1 - 8
4. Chair's Welcome	
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Agenda Item 3

NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **Newark Town Board** held as a Hybrid Meeting / Online & Civic Rooms 1&2, Castle House, Great North Road, Newark NG24 1BY on Monday, 10 November 2025 at 1.30 pm.

PRESENT:	Louise Casey Penny Taylor MBE Tony Aspbury	Your CVS (Co-Chair) Lincoln College Group (Co-Chair) Newark Showground (Vice-Chair)
	Darren Burke James Carpenter Lisa Chaney Cllr. Rowan Cozens Neil Cuttell Joelle Davies Charlotte Elam Joshua Farmer Andrew Fearn Karen Fearn Sarah Husselbee Sanjiv Kohli Matt Lamb Anna Lawson Paul Peacock John Robinson Oliver Scott Kathryn Sharp Rosemary Thompson Cllr. James Walker-Gurley	Masdings BB Mortgages NSDC (Advisor) NSDC (Member) NSDC (Advisor) NCC (Advisor) Notts. Police (Advisor) NSDC (Advisor) St. Mary Magdalene with St. Leonards NHS (Advisor) NSDC (Advisor) NSDC (Advisor) NSDC (Advisor) NTC NSDC (Guest) NSDC (Advisor) NSDC (Advisor) EA (Advisor) Historic England (Advisor) NCC (Member)
APOLOGIES FOR ABSENCE:	Cllr. Dawn Campbell Sue Gray Jane Hutchinson Claire Ward	NTC MP's Representative NSDC EMCCA

25 DECLARATIONS OF INTERESTS

None submitted.

26 MINUTES OF PREVIOUS MEETING - 26 SEPTEMBER 2025

AGREED that subject to the following amendment, the Minutes be accepted as a true record.

Minute No. 23 – Any Other Business (Second Paragraph)

Delete the following wording in relation to the Market Place Improvement Scheme:

(Historic England) advised the Board to continue discussions with the District and Town Councils regarding designs.

Insert the following wording in relation to the Market Place Improvement Scheme:

advised that Historic England had expressed concerns relating to the latest plans. In particular, the re-introduction of trees and planters and the proposed removal and replacement of historic granite setts. She highlighted that it did not seem to align with the Board's objectives in its vision statement re conserving and enhancing the historic environment and achieving sustainable development and that the board members should have the opportunity to see the latest plans before it is worked up in more detail.

27 CHAIR'S WELCOME

The Co-Chair, Penny Taylor, MBE (Lincoln College Group) welcomed everyone to the meeting of the Newark Town Board.

28 PRIDE IN PLACE PROGRAMME UPDATE REPORT

The Board considered the report which sought to provide key recommendations relating to the delivery of the Pride in Place Programme (PiPP).

The report set out that the PIPP Regeneration Plan had received Board approval at the 26 September 2025 meeting however an updated version of the vision document was presented to the Board for re-approval, to be submitted to the UK Government by 28 November 2025. The updated version included minor changes to reflect the fund name change from 'Plan for Neighbourhoods' to the 'Pride in Place Programme', as determined by the UK Government. It was noted that the Plan comprised a 10-year vision document and a 4-year investment profile, with the documents attached as appendices to the report.

The report also provided updates on the current planned grant schemes and projects within the PiPP including Community Grant Scheme; Upper Floor Residential Conversion Scheme; an Events Programme; and a Call for Capital Projects.

A presentation was provided by Sarah Husselbee (NSDC), setting out more detailed proposals for the delivery of the PiPP Community Grant Scheme, also reflected within the written report. This included a panel appraising awards, with individual grant awards to be approved by the Section 151 Officer, following a shortlist of proposed grant awards by the panel.

In noting the report, the Co-Chair provided Board Members the opportunity to put themselves forward to participate in the grant panel in relation to assessing applications for a community grant scheme.

AGREED that:

- a) approval be given to the final copy of the Board's PiPP vision document, as provided in Appendix A of the report (following minor amendments and to reflect the recent programme updates and name changes made by the UK Government since Board approval on 26 September 2025) for submission to the UK Government by 28 November 2025, alongside the previously agreed 4-year investment profile, provided in Appendix B of the report;
- b) approval be given to establish a PiPP budget of £1,262,000 over 4-years (£860,000 capital and £402,000 revenue) to fund and commence the delivery of the planned 'Newark Pride in Place Community Grant Scheme' in accordance with the previously agreed investment profile provided in Table 2, Appendix B of this report. The scheme would be delivered against the specification provided in Appendix C of the report and the process outlined in 2.4 to 2.6 of the report. This remains subject to a) separate approval from the Accountable Body to add the budget into its capital programme, with additional approval from the Council's Section 151 Officer; and b) formal confirmation of funds by the UK Government via a Memorandum of Understanding;
- c) approval be given to establish a PiPP revenue budget of £250,000 over 4-years to fund Accountable Body Programme Management and wider operational activities within the previously agreed investment profile, to be managed and committed as detailed in Table 1, Appendix B of the report. This remains subject to a) confirmation of funds by the UK Government via a Memorandum of Understanding and b) approval from the Council's Section 151 Officer;
- d) the receipt of capacity funding for the financial year 2025/2026, now committed in accordance with the investment profile provided in Tables 1 and 2, Appendix B of the report and as agreed previously by the Board and Council's Section 151 Officer, be noted; and
- e) the updates associated with all other planned activity within the PiPP investment profile, as set out in 2.7 to 2.9 of this report be noted.

29 NEWARK EVENTS PROGRAMME UPDATE REPORT

The Board considered the report which sought to provide the background to and an update on the Newark Cultural Heart Events Programme and key recommendations relating to the future PiPP Events Programme from April 2026.

Newark Cultural Heart Events & Animation Plan

The report set out the funding received by the Newark Cultural Heart Project to support Town Centre Events within the Market Place and wider Town Centre, which was match funded by Newark Town Council at £200,000 per annum and £50,000 from PiPP capacity funding. It was reported that the animation plan supported an expanded town centre events offer with a programme of activities hosted primarily in the Market Place since March 2022 and that a 3-year events and animation project had commenced in March 2022 and was due to conclude on 31 March 2026, after a 1-year extension.

In presenting the report, the Co-Chair advised that the Spooktacular event in October 2025 had received excellent feedback from business owners in the town.

In noting the proposals set out in the report to deliver the PiPP Events Programme post March 2026, the Co-Chair asked those in attendance at the meeting to consider whether they would like to be involved in the events panel appraising events proposals in addition to the existing resource already identified. Andrew Fearn (St. Mary Magdalene with St. Leonards) advised he would be willing to volunteer if there was a need for additional volunteers.

Neil Cuttell (NSDC) noted that the proposed call for events providers, as set out within the report was subject to a specification to be developed by the Project Manager (Your CVS) to be presented to the Board and Council's Section 151 Officer in January

AGREED that:

- a) the update relating to the Newark Cultural Heart events programme be noted;
- b) approval be given for the recommended delivery approach to the PiPP events programme between 2026 and 2030, including to invite applications from event organisers via a competitive call process, as detailed in 5.2 of this report. This would be subject to agreement of an events call specification by the Board and Council's Section 151 Officer in January 2026, to be developed by the Project Manager (Your CVS);
- c) approval be given for the proposal from the Lincoln College Group and Your CVS to commit £255,558 of PiPP revenue grant to extend resource employed by both organisations on behalf of the Board (currently funded by capacity grant until March 2027). This would be taken from the agreed four-year events budget, as detailed in 5.3 of this report, comprising:
 - £169,500 to finance the extension of the existing Project Manager post for the period April 2027 to March 2030, awarded to Your CVS as the employer. This post will support the specification development, coordination, evaluation and promotion of the PiPP events programme as well as business/community engagement and communications workstreams across the wider PiPP programme.
 - £86,058 to finance the extension of the existing Apprentice and convert into a Marketing post for the period April 2027 to March 2030, awarded to the Lincoln College Group as the employer, to support the Project Manager workstreams above.

Both grant awards would be subject to a) approval by the Council's Section 151 Officer and b) confirmation of funds from the UK Government via a Memorandum of Understanding c) delivery against the existing Grant Funding Agreement outputs, to be reviewed by the Accountable Body in Autumn 2026.

The Board considered the verbal report and presentation jointly presented by Matt Lamb (Director – Planning & Growth, NSDC) and Lisa Chaney (Major Projects Delivery Manager – NSDC) in relation to the Newark Market Place Improvement Scheme.

The Board were advised of the background to the original establishment of the Market Place Improvement scheme and the work undertaken to date, noting that the Full Business Case was due to be presented to the Board in January 2026 for final approval.

The presentation provided the Board with a summary of the consultation and the responses received from the online survey. Images of how the Market Place was used were provided both during the day and the evening. It was noted that the Outline Business Case had already received approval from the Newark Town Board and the UK Government together with details of the funding arrangements and key stakeholders.

It was reported that the vision and guiding principles of the scheme had been developed by using the key themes and feedback with the aim being to create a flexible, safe Market Place whilst ensuring it retained its market identity and ability to host various activities both during the daytime and evenings which would include events and alfresco dining.

An image of the Market Place without any market stalls or street furniture was provided detailing how it may appear after the proposed works had been completed, with the Major Projects Delivery Manager providing a narrative as to what the proposed works were. They also provided details of the proposed decorative, play and amenity lighting. A further image of the Market Place was provided showing the preferred design of Newark and Sherwood District Council (NSDC), Newark Town Council (NTC) and Nottinghamshire County Council (NCC), noting that market stalls would remain on site at a reduced number of 45 semi-permanent.

In considering the presentation, Andrew Fearn expressed concern as to the ongoing maintenance of, and improvements to the Market Place and queried whether the re-paving would extend down Stodman Street.

With regards to the maintenance of the Market Place, the Director – Planning & Growth advised that NTC had agreed to a budget for renewal and repairs, committing a yearly figure (£8,000) and a sinking fund (£25,000 per annum). The Major Projects Delivery Manager advised that Stodman Street did not fall within the red line boundary of the scheme, but that NCC had provided funding to NTC of £50,000 to undertake necessary repairs.

Andrew Fearn asked for clarification if NCC was to undertake further work on Stodman Street.

Joelle Davies (NCC) advised that a member of her team was working closely with NSDC on the Market Place scheme but could look at the possibility of extending separate works to Stodman Street. She stated that she would speak with the NSDC Major Projects Delivery Manager outside of the meeting.

In relation to repairs undertaken by utility companies, it was noted that the utility companies were required to return the area to its former state, but that this did not always happen in reality. Tony Aspbury, the Vice-Chair, suggested that shared conduits be considered noting that these were used on the continent. In response, the Director – Planning & Growth advised that this suggestion would be further explored, adding that it was critical that the sub-structure was able to withstand vehicular uses. Kathryn Smith of the Environment Agency suggested that consideration also be given to the use of permeable paving systems.

Groundworks

In relation to any necessary underground works, Rose Thompson (Historic England) commented that any works should be mindful of archaeology as failure to do so would be costly. She added that rather than purchasing new granite setts, it was possible to repair the existing ones but that the substrate below needed to be in a good state of repair. If this was done, the setts should last for many years. She further added that it was not possible to have a smooth granite sett. She stated that the use of granite setts would bring character to the Market Place. The Director – Planning & Growth stated that the comments regarding archaeology would continue to be given consideration.

Market Stalls

In relation to market stalls, it was noted that 45 stalls would remain fixed within the proposed designs. However, clarity was provided that the stalls were movable but that to do so resulted in operational difficulties for NTC. It was noted that the Police and Historic England did not like them to remain fixed, so alternative designs were being researched within NTC. Anna Lawson (NTC) advised that talks were ongoing with local fabricators to amend the design e.g. retractable canopies and stalls with wheels. Discussions had also been held with Chesterfield BC to consider the changes they had made to their stalls designs and the positive impact that it had had with reducing incidents of ASB. She further noted that pop-up stalls could not be used if winds reached 35mph or over and that every effort must be made to ensure that any changes did not deter stall holders from using the Newark Market Place. In response to using the Newark Buttermarket, it was noted that this only had capacity to hold 18 stalls.

Insp. Charlotte Ellam (Nottinghamshire Police Authority) advised that the preference was for the stalls to be removed, especially the canopies. The Police needed to be able to use CCTV and that the public needed to feel safe when using the Market Place.

Drainage

The Major Projects Delivery Manager noted the importance of considering drainage as part of the next stage – RIBA 3 – as failure to install sufficient drainage gulleys would result in pooling.

The Director – Planning & Growth advised that further detail would be provided to a future meeting, noting that the Council did not wish to go out to public engagement until there was a degree of certainty as to what works would be required.

Trees

Kathryn Smith commented that it was important to reduce the heat in paved areas through the provision of trees and that she was able to supply details of contacts who could assist with further advice. In acknowledging that Historic England were joint commissioners with NSDC on the Newark Town Centre Masterplan and Design Code which appeared to be accepting of trees in the Market Place, Rose Thompson stated that the proposed trees were not acceptable, and Historic England did not wish for them to be planted in that location.

John Robinson, Chief Executive (NSDC) commented that there needed to be clarity of the scheme that would be issued for public engagement and that there were many issues that may require compromise by key stakeholders, noting that there were many differing opinions.

Paul Peacock (NSDC) noted that the Masterplan public consultation had resulted in a call for more trees and more green space.

General Comments

Councillor Rowan Cozens commented that once the scheme was further costed it would bring into focus the full scope of what was required. She added that the Board's priority for the project should focus on the need to make the Market Place a usable space. The Major Projects Delivery Manager confirmed that the proposals presented were based off an initial RIBA 2 costing, working within an agreed budget envelope.

Darren Burke (Masdings) suggested that if the siting of trees was discounted, could consideration be given to the use of planters with taller shrubbery.

Tony Aspby commented that consideration should be given to the issue of how pavement clutter affected disability groups. The Director – Planning & Growth agreed with the comment but noted that anything beyond the current redline boundary was beyond the remit of the scheme.

AGREED that the above comments be noted.

31 ANY OTHER BUSINESS

14 Market Place

The Director – Planning & Growth advised that this was originally a community and information space/point with split level usage but that the plans for the building had subsequently changed. The Board were required to consider options in relation to a potential Information Point, including:

- a) 14 Market Place on the first floor. Staff would be required to work at the location every day. The Council were unable to provide this resource.
- b) National Civil War Centre/Newark Palace Theatre. This is open Monday to Saturdays, not Sundays.

c) The Buttermarket, using the newspaper stand.

Penny Taylor advised that she could commit staff to work 2 days per week for option a, querying whether any other Board Members also had capacity to commit staff to assist. She added that the deadline for letting the Council know was lunchtime on Friday, 14 November 2025. If the Board were unable to commit staff to work at the Information Point at 14 Market Place it would be returned to the Council to rent out.

Rowan Cozens advised that she was often asked by people where they should go to speak to a person to ask for information about Newark and that she believed the ideal location was 14 Market Place.

Tony Aspbury suggested that consideration be given to housing the Information Point at Newark Castle should it not possible at 14 Market Place.

Assurance Framework

The Board were advised that the new Assurance Framework was to be issued following its recent approval and that Members of the Board would be contacted and required to resign their Terms of Reference and supporting documentation in due course.

32 DATE OF NEXT MEETING

Wednesday, 21 January 2026

Meeting closed at 3.08 pm.

Chairman

Agenda Item 5

NEWARK TOWN BOARD MEETING

21 JANUARY 2026

Newark Pride in Place Programme Update

1.0 Purpose of report

- 1.1 To provide an update and key recommendations to the Newark Town Board regarding the Pride in Place Programme (PiPP).

2.0 RECOMMENDATION that the Newark Town Board:

- 1) Note the recent submission of the Newark Town Board's Regeneration Plan to the UK Government on 19th November 2025, with formal confirmation of funds expected in advance of 1st April 2026.
- 2) Note the updates associated with the Community Grant Scheme, as set out in 3.4 to 3.6 of this report.
- 3) Note the updates relating to the Upper Floor Residential Scheme, as set out in 3.7 to 3.9 of this report.
- 4) Approve the proposed approach to delivering a 'call for capital projects' as set out in 3.10 to 3.13 and in accordance, with the specification provided in **Appendix B** of this report.
- 5) Agree to make available the PiPP revenue budget of £494,442 over a 4-year period (2026 to 2030) to finance and commence the events programme from April 2026, in accordance with a) the commissioning, delivery and funding arrangements set out in 3.14 and 3.17 of this report and b) the proposed specification provided in **Appendix C** of this report. This remains subject to formal confirmation of UK Government funds through a completed Memorandum of Understanding (MoU).

3.0 Background

- 3.1 In March 2025, Newark was identified as one of an initial 75 areas due to receive up to £19.5m of investment through the Pride in Place Programme (PiPP), awarded by the UK Government. This programme has now been extended to a further 169 places across the UK following the announcement of a second tranche of funding in September 2025. The PiPP is administered by the Ministry of Housing, Communities and Local Government (MHCLG) and aims to revitalise local places, improve the quality of lives for residents, boost local economies and strengthen community identity and pride.
- 3.2 Throughout 2025, the Newark Town Board (the board) developed and agreed its local 'Regeneration Plan' to draw down PiPP investment from April 2026. Following agreement at the latest board meeting of 10th November 2025, Newark and Sherwood District Council (the council), as the accountable body, submitted the board's Regeneration Plan to the UK Government on 19th November 2025. This comprises the agreed PiPP vision document and four-year investment profile (2026 to 2030), with the latter provided in **Appendix A** of this report. It is anticipated that MHCLG will soon provide formal confirmation of the funding in the form of a Memorandum of Understanding (MoU), for the first investment cycle (2026 to 2030).

3.3 There remains a risk that PiPP funding will be delayed or withheld by the UK Government until an MoU is in place between the council and MHCLG. The award of grant funding to support identified projects remains subject to confirmation of funds and payment of grant monies and therefore should be noted as a risk of potential delayed delivery. This is understood to be low risk at present, with advice from the department confirming expected confirmation of funds in advance of the first investment cycle.

Community Grant Scheme

3.4 Over recent months, the board has maintained and developed PiPP plans to encourage local community partners and organisations to deliver interventions through existing networks, volunteers, champions and partnerships, as well as to participate in the programme as beneficiaries. This positively reflects the intended community-driven approach to scheme delivery, as encouraged by MHCLG. In practice locally, this has included creating opportunities for organisations and community partners to access grant funding to support volunteering programmes, the capacity and capabilities of grassroots community groups and charities and improving key community spaces that are valued by residents and community groups.

3.5 These plans are reflected within the previously agreed PiPP investment profile, with a commitment of £1.26m over four years from April 2026 to March 2030, towards the delivery of a PiPP community grant scheme. On 10th November 2025, the board agreed the arrangements for the delivery of the grant scheme, including to be managed and administered by the accountable body in partnership with Your CVS, on behalf of the board. The agreed process includes the approval of individual grant awards by the council's Section 151 Officer, following the appraisal of applications by a panel convened by the board chairs, PiPP Project Manager and the accountable body.

3.6 Over recent weeks, work has been undertaken to prepare the launch of the grant scheme, with the view that the initial application window will open in February 2026 alongside wider stakeholder and community engagement. Once live, funding opportunities will be promoted on the Newark Town Board website and members of the board are encouraged to spread additional awareness of the programme to key contacts and community partners, where possible.

Upper Floor Residential Scheme

3.7 For many years there has been a desire from the board and key stakeholders to diversify uses within Newark Town Centre, with a particular emphasis on increasing residential occupation to drive activity and animation, day and night. This is further underpinned through robust data analysis and evidence presented within the emerging Town Centre Masterplan, the Town Investment Plan 2020 and the recent PiPP Regeneration Plan.

3.8 Securing upper floor residential development has many barriers. The apartment market is challenging, costs of converting historic buildings can be prohibitive (in both reality or perceived), and landlord-tenant lease structures can work against securing long-term viable uses given many ground floor tenants are now responsible for unused or unneeded upper floors given repairing-lease arrangements. We are aware that some landowners and private enterprises are willing to take market risks and deliver positive developments, but these are few and far between. There needs to be education, myth-busting, incentivisation and advice if things are to fundamentally change.

3.9 In addressing these challenges, a total PiPP funding contribution of £800,000 is set aside within the four-year investment profile towards the future delivery of the Upper Floor Residential Scheme. This scheme will act as a catalyst to show what can be done, building upon a pilot programme of work developed under the Newark Heritage Action Zone. Once proven successful, the scheme could be replicable across other market towns as well as the potential opportunity to roll out on a larger scale locally. To progress this initiative through to delivery phase, it is proposed that detailed plans will be presented at the next board meeting to agree the scope of the grant scheme and financial incentives available to participating landlords, as well as the overall intended impact and focus of the initial £800,000 investment.

Call for Capital Projects

3.10 Board members will recall that remaining capital funding within the four-year investment profile (2026 to 2030) is yet to be committed to fully defined projects and was instead agreed to be set aside for a ‘call for capital projects’. This would include a request for capital project proposals from local partners and organisations that align with the Regeneration Plan priority themes and interventions, to deliver on the overarching local PiPP vision. Similarly, the delivery of a call for projects reflects the board’s understood preference of delivering both larger capital schemes identified through the call and smaller-scale community led interventions supported through the community grant scheme.

3.11 As demonstrated in the profile in **Appendix A**, there is an opportunity to award up to £3.6m of capital funding for projects over a 3-year period (2027 to 2030) through the call, with a further £100,000 revenue to support the early progression and development of selected projects from April 2026. It is proposed the call is delivered via a 2-stage, open and transparent process:

1) Expression of Interest stage: Local organisations will be invited to complete a project Expression of Interest (EOI) form and submit to the accountable body by an agreed deadline (expected to be open for 4-6 weeks throughout Spring 2026). EOI’s will be professionally appraised by an independent panel based on a criteria and scoring matrix agreed by the board. This is proposed to include relevant officers of the accountable body and comprising Planning, Finance, Economic Growth, Regeneration/Community Development representatives, with understanding of potential project risks, interdependencies and opportunities associated with place-based capital projects (and excluding any individual council Project Promoters).

Following the initial appraisal process, all eligible projects will be made available to the board to review and consider, with a recommended shortlist of projects for funding based on the outcome of the panel’s scoring process and the funding profile. This EOI phase would be considered the ‘Outline Business Case’ for successful projects.

2) Business Case stage: If a project is selected for funding by the board at EOI stage, the Project Lead will be required to develop a proportionate project Business Case to the thresholds and standards set out within the [Local Assurance Framework](#). As a general rule, this includes the requirement for Green Book Business Cases for grant awards over £1m (unless otherwise justified and agreed by the council’s Section 151 Officer to use a simplified template provided by the council). Each Business Case must be approved by the board and council’s Section 151 Officer before capital funding may be released or formally awarded via a Grant Funding Agreement. A proportion of initial revenue funding *may* be agreed to be released to Project Leads in advance of the Business Case approval to support the feasibility of projects and the development of Business Cases.

3.12 To attract projects that are both deliverable within the funding timescales and demonstrate the local benefits the board and community aspire to achieve through investment, the call is recommended to be streamlined with the requirement for proposals to meet a set of eligibility criteria. This is proposed to include a focus on projects that deliver on the identified priorities outlined within the boards PiPP Regeneration Plan, underpinned by robust data findings and community engagement as well as alignment to other local strategies and investments. The specification in **Appendix B** sets out the recommended scope and criteria for the call, in addition to the proposed appraisal matrix.

3.13 Board members should note that the proposals set out within **Appendix B** are most likely to result in the allocation of funding for between 1 and 8 capital projects (depending on the scale of projects selected by the board). There is a further possibility that the board may decide for some (or all) of the available capital funding to remain temporarily un-allocated after the call. This is because the success of the call is dependent on the submission of quality proposals, selected by the board, that are proven to be deliverable within funding timescales and within the pre-determined UK Government grant profile. In this situation, proposed next steps will be presented to the board for consideration. This could include the delivery of a second call for projects in the future, to allow further proposals time to mature.

Events Programme

3.14 At the board meeting of 10th November 2025, it was agreed that a proportion of the events programme budget identified within the PiPP four-year investment profile would be committed (in-principle), to the extension of two community facing roles, operating on behalf of the board. Both roles are currently funded by PiPP capacity grant to support the delivery of the events programme and wider board engagement and activities (hosted by Lincoln College Group and Your CVS). This results in a core events delivery budget (exclusive of staffing) of £494,442 over four years (2026 to 2030), as set out in Table 1 below.

Table 1. Approved events programme delivery budget (exclusive of staffing) (2026 to 2030)

2026/27	2027/28	2028/29	2029/30	Total Revenue Funding
£150,000	£114,814	£114,814	£114,814	£494,442

3.15 In recognising that there are several key community partners involved in the delivery of events within the town, it was further agreed by the board that local events organisers will be invited to present applications for funding to support the delivery of the proposed events programme. This was agreed subject to a specification being developed by the PiPP Project Manager (Your CVS), defining the objectives of the events programme to ensure any activity funded remains aligned to the board's vision and objectives. A copy of the proposed events specification is presented for approval in **Appendix C** of this report. Subject to board approval, it is proposed that the specification will inform the programme of events and opportunities for events related grant funding.

3.16 It is recommended that partner applications will be appraised through a process convened by the board chairs, PiPP Project Manager and the accountable body, with suggested awards of

grant funding presented to the council's Section 151 Officer for approval and to enter into a Grant Funding Agreement. In addition to the application process, there is capacity for the PiPP Project Manager (employed on behalf of the board and funded by PiPP capacity grant) to directly deliver and commission a proportion of the events programme to ensure the overall impact and package of events is achieved without any gaps in the intended offer. This is recommended via a direct award of a proportion of the available events budget to Your CVS as the employer of the post-holder, to deliver and commission events in accordance with the proposed specification. This would be subject to approval by the council's Section 151 Officer and ringfenced only towards financing the cost of events delivered and commissioned on behalf of the board, in line with the proposed specification and adopting the board's preferred branding. Value for money must be demonstrated by all grant recipients including compliance with UK Public Contract Procedure Rules.

3.17 The PiPP Project Manager will oversee all PiPP funded events activity delivered by community partners, ensuring the overarching programme of events is well coordinated, the local community and stakeholders are engaged throughout, and that success is monitored, reported and evidenced.

4.0 Financial implications (FIN25-26/3686)

4.1 The funding for the Neighbourhood Events Programme as shown at table 1, has been included in the proposed Revenue budget for 2026/27 to 2029/30 in line with the funding profile for Pride in Place.

Newark Town Board meeting reports:

[27 March 2024](#)

[30 May 2024](#)

[27 June 2024](#)

[24 September 2024](#)

[04 December 2024](#)

[14 February 2025](#)

[9 April 2025](#)

[3 June 2025](#)

[7 July 2025](#)

[26 September 2025](#)

[10 November 2025](#)

Lead Officers:

Matt Lamb - Director of Planning & Growth, Newark & Sherwood District Council

Sanjiv Kohli - Deputy Chief Executive & Director of Resources, Newark & Sherwood District Council

Neil Cuttell - Business Manager, Economic Growth & Visitor Economy, Newark & Sherwood District Council

Sarah Husselbee - Economic Development Grants and Programmes Manager, Economic Growth & Visitor Economy, Newark & Sherwood District Council

Emma Holden – PiPP Project Manager (Your CVS)

Appendix A - PiPP investment profile 2026 to 2030 (approved by the Board 26th September 2025)

Commitment	25-26	26-27	27-28	28-29	29-30
Accountable Body Programme Management Funding towards Newark and Sherwood District Council resourcing associated with Regeneration Plan development and delivery as well as funding assurance, compliance, board governance, scheme monitoring and reporting. Funding retained and managed by the Accountable Body (NSDC)	£100,000 (revenue capacity) to be carried forward to 26-28			£50,000 (revenue)	£50,000 (revenue)
Regeneration Plan Operational Working Budget Funding to provide a dedicated working budget to support Regeneration Plan development and operational costs associated with the delivery of projects. Examples include a budget to fund activities such as business case development, community engagement, legal advice, independent application appraisal, communications and branding, as well as additional resourcing as may be required, or feasibility for future programme investment. Precise uses of funding to be managed and committed by the Accountable Body, in consultation with the Board Chair(s).	£50,000 (revenue capacity)	£50,000 (revenue capacity)		£50,000 (revenue)	£50,000 (revenue)
Events Programme Funding to deliver a local town centre events programme. The events programme lead, and specification subject to an agreed approach to commissioning and procurement, by both the Council's Section 151 Officer and the Board.	£50,000 (revenue capacity)	£150,000 (revenue)	£200,000 (revenue)	£200,000 (revenue)	£200,000 (revenue)
Upper Floor Town Centre Residential Scheme Funding to deliver an Upper Floor Town Centre Residential scheme, managed by the Accountable Body on behalf of the Board. Scheme criteria and process to be agreed by the Council's Section 151 Officer and the Board.		£150,000 (capital)	£650,000 (capital)		
Community Grant Scheme Funding to deliver an annual grant scheme for community led projects such as investment in social action projects and improvements to community spaces.		£292,000 (£210,000 capital and £82,000 revenue)	£306,000 (£250,000 capital and £56,000 revenue)	£332,000 (£200,000 capital and £132,000 revenue)	£332,000 (£200,000 capital and £132,000 revenue)
Regeneration Plan Capital Projects Call Funding to deliver a call for capital projects that aligns to the vision and strategy set out within the Regeneration Plan. Appraisal, criteria and grant selection process to be agreed by the Board.		£100,000 (revenue capacity)	£836,000 (capital)	£1,405,000 (capital)	£1,405,000 (capital)

Appendix B - PiPP Call for Projects Specification

Background

The Newark Town Board's PiPP 'Call for Capital Projects' aims to identify key capital projects for funding to deliver on the local [Regeneration Plan](#) priority aspirations and vision. This document sets out the proposals relating to the call for projects, including eligibility and the application and selection process. This call is most likely to result in the allocation of funding for between 1 and 8 projects, depending on funding asks, the quality and deliverability of proposals received, and the scale of projects selected by Newark Town Board (the board). The board reserves the right not to allocate some (or all) of the funding following the call process and may deliver further funding calls.

Project eligibility criteria

Capital funding for projects that deliver one or more of the Newark Town Board's following priority PiPP interventions, as set out within the Regeneration Plan:

- Physical improvements to town centres, neighbourhoods, and high streets e.g. shopfront improvements, public realm, converting vacant units into other uses.
- Creating and improving green spaces, community gardens, watercourses or embankments in the area, along with incorporating natural features into wider public spaces.
- Capital funding for support for arts, cultural, heritage and creative projects and facilities and historic institutions that make up the local cultural heritage offer.
- Capital funding projects that build capacity of the community and voluntary sector and bring local people together.
- Capital support for active travel enhancements/transport connectivity improvements in the local area.
- Design and oversight of the built and landscaped environment to design out crime e.g CCTV and lighting schemes.
- Capital funding for skills provision tailored to local employment opportunities and skills gaps.

Capital funding includes funding used towards the purchase of large equipment, as well as funding used to upgrade, acquire or build a physical asset, as well as professional fees associated with construction and development (excluding early-stage feasibility).

Projects must also be able to deliver on at least one of the following output indicators:

- Increased town centre footfall
- New or improved retail units
- New or improved public realm
- New residential units
- New or improved active-travel/transport routes
- Increased no. of community events delivered
- Increased no. of community facilities created or improved
- Increased no. of people accessing life skills, education or employment support/enrolling onto courses.

Projects must also deliver on at least one of the following outcome indicators:

- Increased visitor spending
- Reduced retail vacancy rates

- New or increased users of active travel
- Increased members of community groups or new users of community facilities
- Increased number of people reached (participating in events, activities and programmes)
- Reduced crime rates/improved feeling of safety
- Improved resident healthy life expectancy
- Increased no. of volunteers
- Increased no. of people gaining qualifications, skills and licences
- Increased no. of young people considered NEET accessing skills support
- Reduced unemployment levels
- New jobs created or safeguarded
- Increased resident sense of pride in place or sense of belonging to the area
- Increased business productivity and investment or businesses created

In order to submit an EOI, other project eligibility criteria include:

- **Location:** Projects must be located within the PiPP Newark Town boundary, or be able to evidence that the majority of beneficiaries reside within the red line boundary (see page 13 of the [Regeneration Plan](#)). If outside of the boundary, robust evidence should be provided to demonstrate that engagement has been undertaken with those within the boundary to identify as a priority.
- **Additionality:** Routine repairs and maintenance costs are not eligible, and additionality must be provided through the project.
- Retrospective costs incurred before a Grant Funding Agreement is issued cannot be funded.
- VAT will not be considered eligible expenditure if the applicant is able to reclaim the VAT from HMRC.
- **Subsidy Control:** Projects must be compliant with the [UK Subsidy Control Regime](#) upon initial assessment and will be tested further prior to the release of funds, if the project is selected.
- **Site Access and Ownership:** Applicants must either a) own the asset/land in question b) hold a secure a long-term lease or c) be able to demonstrate a reasonable plan and work undertaken to date to acquire or secure a long-term lease within a prompt timeframe and with consideration of the project delivery timescales.
- **Planning Permission:** Any planning applications must be either a) submitted or approved or b) demonstrable engagement or research undertaken with the local planning department in-preparation for submission or to identify planning requirements to ensure these are known and factored into project timescales, at the point of EOI.
- **Match Funding:** Applicants must be able to demonstrate a minimum of 10% match funding towards the total project costs. This can be from any source, excluding in-kind contributions and can include early-stage feasibility. Match funding is acceptable in the form of recent project costs incurred to date where it can be evidenced and clearly relates to the project. Match funding must either be a) secured b) secured in principle or c) a source identified, with a demonstrable plan to secure before a grant would be awarded.
- **Quotes:** Applicants must be able to submit with their application either a) a copy of one quote to demonstrate how estimated project costs have been calculated or b) a copy of a robust project cost plan, with an explanation as to how all costs have been calculated.

Applicant eligibility criteria

EOI's may be submitted by any organisation with legal status or with a commitment to obtain legal status prior to the award of grant funding. The proposal must be submitted by the Project Lead (the organisation to manage the Project and act as Grant Recipient if successful).

Funding availability

The minimum capital grant that may be applied for through this call is £250,000 with a maximum of £3,646,000.

Applicants can apply for a capital grant through this call to be drawn down across one, two or three funding years (between April 2027 and March 2030). Applicants will need to be able to profile their grant funding request based on a realistic grant expenditure forecast and to work with the available funding profile. This profile is noted in Table 1 below and set by the UK Government.

When profiling the capital grant request, applicants may choose to defer funding into later years e.g. move grant funding shown in the table below from 2027-2028 into 2028-2029 if needed, however funding cannot be brought forwards into earlier years, before the date it is identified to be available from. All grant funding must be profiled to be spent by March 2030 latest.

Table 1. Grant funding availability

Earliest date funding available from	Amount of funding available
1 st April 2026	Up to an additional 3% of the total capital grant funding request may be applied for as initial revenue grant funding. For example, if an applicant requests a total of £1.5m of capital funding, they may request up to a further £45,000 of revenue funding from 1 st April 2026. This funding is specifically to assist with either feasibility or costs associated with project development (such as planning fees, surveys and business case development).
1 st April 2027	£836,000 capital funding
1 st April 2028	£1,405,000 capital funding
1 st April 2029	£1,405,000 capital funding

Applicants will be asked to confirm if there is flexibility with their grant funding request profile and may be approached to discuss this further as part of the appraisal process.

How proposals will be assessed

Applications that fail an initial gateway criteria will not be taken forward for assessment. This includes:

- Failure to meet any of the eligibility criteria listed in this document.
- Insufficient or incomplete applications, without evidence of financial standing or other supporting documents that may be requested (quotes/cost-plan).
- Grant requests that do not fit within the available funding profile or timescales for delivery.
- Failure to demonstrate minimum match-funding requirements.
- Failure to comply with the [UK Subsidy Control Regime](#).

Applications agreed for assessment will be reviewed by an independent panel and scored based on a combination of the following, to inform decision making by the board:

- **The case for investment** including the justification of need for funding with consideration of financial standing and the opportunities and challenges presented (25%).

- **Strategic alignment** to the Regeneration Plan and local priorities and the expected impact of investment including long-term benefits and the achievement of outcomes in relation to the scale of funding request (25%).
- **Deliverability** within the requested funding profile including market testing/quotes received, site ownership or security of tenure, planning permission, project planning, risk, status of match funding, as well as long-term planning including financial sustainability beyond the grant funding period (30%).
- **Match funding** - any contributions above the minimum 10% threshold to enhance delivery outcomes (20%).

Following the appraisal process, the board will review proposals and agree any projects shortlisted for funding. The purpose of scoring applications is to inform board decision making but may not be the single basis for determining project selection.

Business Case (only applicable if a project is selected by the board following the EOI stage)

If a project is selected by the board in-principle after the EOI stage, the initial revenue grant (up to a further 3% of the total capital grant requested) *may* be approved to be awarded without a Business Case. This funding is intended to help bring the project forward, ready for capital investment. This may be awarded subject to further milestones and due-diligence checks.

To be formally awarded capital grant funding via a Grant Funding Agreement, the Project Lead will be required to develop a Business Case for approval by the board and Council's Section 151 Officer within an agreed timeframe.

If the request for a capital grant totals £1m or more, a Full Green Book Business Case will be required, meeting the requirements set out in the [Local Assurance Framework](#).

If the capital grant request is less than £1m, a simplified but proportionate and robust Business Case is required, using a template provided by the council.

If justified and agreed by the board and council's Section 151 Officer, the simplified Business Case *may* be able to be used for projects receiving grant funding of over £1m, instead of following the Green Book requirements.

Appendix C - PiPP Events Programme Specification (PiPP Project Manager – Emma Holden)

1. Background

This document sets out a specification for a Seasonal Town Centre Events Grant Programme as a core delivery mechanism of the Pride in Place Programme (PiPP). The programme will support a coordinated, quarterly programme of public events within the town centre, designed to enhance local pride, community connection, and the everyday experience of the town centre. By animating public spaces and celebrating the town's identity, culture, and heritage, the programme will contribute to a stronger sense of place, increased footfall, to support the regeneration of local high streets and improved perceptions of the town centre.

2. Strategic Context and Alignment

The Seasonal Events Grant Programme aligns directly with Pride in Place principles by:

- Creating visible, positive activity in public spaces
- Supporting community-led and locally relevant events
- Strengthening identity, distinctiveness, and civic pride
- Improving how residents and visitors experience the town centre
- Supporting local businesses

The programme supports Pride in Place outcomes including:

- Increased sense of pride among residents
- Greater participation in town centre activity
- Improved perceptions of safety, vibrancy, and welcome
- Stronger emotional connection to place
- Increased footfall, dwell time and spend in the town centre

The programme supports wider local priorities by:

- Reinforcing the town centre as a focal point for civic life
- Encouraging regular, repeat visits throughout the year
- Supporting local businesses through increased footfall and dwell time
- Creating opportunities for communities to come together

While physical investment is important, activity and animation play a critical role in shaping how places feel and function. A visible programme of seasonal events helps to:

- Build momentum and confidence in the town centre
- Create shared experiences that strengthen community bonds
- Encourage positive use of public spaces
- Improve perceptions of quality, safety, and vibrancy
- Support local business

A structured quarterly programme ensures consistency, clarity, and strong place-based branding.

3. Programme Overview

The Seasonal Town Centre Events Grant Programme will fund public events delivered as part of a coordinated quarterly programme:

- Newark Awakens - Spring Programme – renewal, creativity, and outdoor activity
- Newark Alive - Summer Programme – celebration, culture, and social gathering
- Newark Harvest - Autumn Programme – heritage, community, and local identity
- Newark Lights - Winter Programme – light, warmth, and togetherness

Events will take place within the defined town centre PiPP boundary and align with agreed programme themes and branding.

4. Grant Objectives

Funded events must contribute to one or more of the following objectives:

1. Increase pride in the town centre and its public spaces
2. Encourage community participation and ownership
3. Improve animation and everyday experience of the town centre
4. Strengthen the town's identity and distinctiveness
5. Support local businesses through increased footfall and spend

5. Eligible Applicants

Applications will be welcomed from:

- Community & voluntary organisations / groups
- Arts & cultural organisations
- Event producers
- Social enterprises
- Charities
- CICs

6. Applicant Requirements

- Applicants must have a UK bank account
- Applicants must have UK legal status (if applying on behalf of a partnership, the lead organisation must be clearly noted in the application)
- Applicants must be able to enter into a funding agreement with Newark and Sherwood District Council as the Accountable Body for the PiPP funds.
- Applicants must demonstrate experience, capacity, and alignment with the PiPP principles.
- Applicants must provide a comprehensive plan per application explaining the planned events / dates / market / outcomes etc.

7. Eligible Activities

Grant funding may support:

- Community and cultural events
- Creative and heritage-led activity
- Activities to engage a range of audiences and inclusive events
- Markets, performances, workshops, trails, and installation

All events funded by the grant must be:

- Be publicly accessible
- Take place within the PiPP boundary (<https://newarktownboard.co.uk/wp-content/uploads/2026/01/Newark-Pride-in-Place-Regeneration-Plan.pdf>)
- Be free for people to attend, or a minimal cost charged that reinvested into the events programme
- Be delivered within the defined funding period
- Contribute positively to the experience and identity of place

Funding will not support:

- Private or invitation only events
- Events primarily for profit with no public benefit
- Exclusively political or religious activities
- Ongoing core running costs of an organisation unrelated to the event

- Events already fully funded from other sources
- Funding will not cover VAT where applicant can claim this back
- Events held outside of the PiPP Boundary
- Existing events unless proven additionality is being provided
- Existing events that would usually take place without the funding

8. Grant Value and Funding Parameters

- Minimum Grant Application - £10k
- Maximum Grant Application - £100k
- Match Funding must be obtained to a minimum value of 10% or applied for funds
- Applicants can apply for funding to cover either an annual programme of events or a single event

Funding must be used for:

- Artist, performer, and facilitator fees
- Event production & technical costs
- Equipment hire, staging & infrastructure
- Marketing & promotion
- Accessibility measures
- Event management, security & stewarding
- Insurance & licences

9. Assessment and Governance

Applications will be assessed against the following criteria:

Assessment Area	Weighting
Strategic Fit <ul style="list-style-type: none"> ➤ Alignment with grant objectives ➤ Contribution to seasonal / town centre programme 	25%
Quality & Creativity <ul style="list-style-type: none"> ➤ Strength of concept & delivery plan ➤ Audience experience 	20%
Community Impact <ul style="list-style-type: none"> ➤ Accessibility & inclusivity ➤ Engagement with local communities or businesses 	20%
Deliverability <ul style="list-style-type: none"> ➤ Realistic budget & timeline ➤ Experience & capacity of applicant ➤ Local to the area 	20%
Value for Money <ul style="list-style-type: none"> ➤ Appropriate costs ➤ Clear outcomes for investment 	15%

Decisions will be made in line with agreed governance and delegation arrangements.

10. Monitoring, Evaluation, and Learning

Funded projects will be required to:

- Provide post-event reports to include key KPIs such as headcount, geographic reach, repeat attendance intention.

- Share attendance and engagement data
- Supply photographic and promotional evidence
- Provide qualitative feedback on community impact
- Report on outcomes based on a benchmark set by assessing similar events or year on year growth.

11. Branding and Communications

All funded events must:

- Use agreed Pride in Place branding
- Acknowledge programme support in all communications
- Coordinate marketing activity to ensure a consistent place narrative

12. Risk Management

Key risks include delivery challenges, weather impacts, and health and safety considerations. These will be managed through clear funding conditions, monitoring, and officer oversight. The event deliverer will be responsible to ensure contingency measures are in place.

Agenda Item 6

NEWARK TOWN BOARD MEETING

21 JANUARY 2026

Newark Local Regeneration Fund Programme Update

1.0 Purpose of report

- 1.1 To provide an update and key recommendations to the Newark Town Board regarding the Local Regeneration Fund and the Newark Market Place Improvement Scheme Full Business Case.

2.0 RECOMMENDATION that the Newark Town Board:

- 1) Note the updates provided in relation to the Newark-based Local Regeneration Fund projects (previously known as Newark Towns Deal).
- 2) Agree to delegate the approval of the Newark Market Place Improvement Scheme Full Business Case (FBC) from the Newark Town Board to Newark and Sherwood District Council's Section 151 Officer, in consultation with Newark Town Council, as detailed in 3.12 of this report.
- 3) Note that the approval of the FBC (in line with Recommendation 2 above) will enable the progression of the project through the remaining RIBA stages, in line with the identified capital budget of £3.61m, financed in full by UK Government Local Regeneration Fund grant.

3.0 Background

- 3.1 In 2020, Newark Town was awarded £25m by the Ministry of Housing, Communities and Local Government (MHCLG) through the Towns Deal initiative; now re-named and integrated within the recently announced Local Regeneration Fund (LRF). This funding aims to revitalise towns and communities by investing projects that boost local economies, improve places for local people and create jobs.
- 3.2 To secure the £25m in 2021, Newark and Sherwood District Council (the council) submitted a five-year Town Investment Plan (TIP) on behalf of the Newark Town Board (the board) identifying several priority projects for delivery across the town. Following confirmation of plans and funding, key projects prioritised and agreed by the board for delivery through the £25m include:

- Newark Construction College
- Newark Air and Space Institute
- YMCA Activity Village
- 20 Minute Cycle Town
- Castle Gatehouse
- 32 Stodman Street
- Newark Cultural Heart Programme

- 3.3 At the board meeting of 26th September 2025, it was agreed (alongside the Local Assurance Framework and following updated MHCLG guidance), that the board will continue its role in overseeing the Newark based projects within the LRF programme, including those listed in 3.2 above. Several of these projects have now successfully completed and their value is felt by local

communities, residents and businesses as the intended programme beneficiaries. Example programme outcomes achieved to date include increased town centre vibrancy, offering and footfall due to an enhanced programme of events, new users of community facilities such as the YMCA Activity Village, and people participating in community activities to support pride in place and a sense of community belonging. Further benefits include new learners and an increased number of individuals completing courses, gaining qualifications or licences to unlock long-term career pathways and economic growth (because of the ASI and Construction College), and further use of active travel through Brompton Bike hire.

- 3.4 The council continues to work with key delivery partners to report the success and progress of completed, live and pending projects to MHCLG. It is anticipated that a detailed update regarding programme outputs, outcomes and impact to date can be provided at the board meeting in April 2026. This will follow the expected confirmation of the revised monitoring and reporting arrangements from MHCLG, reflecting the recent scheme re-brand and flexibilities announced in September 2025. In addition to the completed projects, three projects remain within the Newark based LRF programme including 32 Stodman Street, Castle Gatehouse and the Newark Cultural Heart initiative. These projects are programmed to complete in advance of the latest LRF spend deadline of 31st March 2028.
- 3.5 Works to create new high quality residential and retail units at 32 Stodman Street are ongoing, with construction expected to complete in Summer 2026. This project will improve town centre vibrancy and offering, helping to diversify uses whilst also encouraging increased visitor spending and improved natural surveillance in the town. Positive interest has been shown to date by potential tenants with a view that first commercial tenants are likely to be secured over the coming months.
- 3.6 Transformational plans as part of the Castle Gatehouse project are well underway following archaeology discoveries on site last year. The project is continuing to progress against the updated schedule, with works expected to complete late 2026. Further, detailed updates in relation to both the 32 Stodman Street and Castle Gatehouse project are anticipated to be provided at the next board meeting.
- 3.7 The board will be aware that the agreed Newark Cultural Heart initiative comprises both a revenue-based town centre events programme as well as capital works to improve the Market Place. As reported to the board previously, the programme of events is set to conclude on 31st March 2026 following the defrayment of all remaining project funds and completion of planned events. The board has identified plans to continue the events legacy through a commitment of events funding through the latest Pride in Place Programme (PiPP). Learning, evaluation and best practice will be taken from the Cultural Heart events programme to develop a focussed programme of events through PiPP that delivers the intended local benefits identified by the board and community.
- 3.8 Within the original Towns Deal portfolio, the board previously approved an Outline Business Case for the Market Place improvement scheme as an agreed priority project within the town. The project involves the improvement of the public realm and highway within the Market Place, to create a well-presented and functional space that delivers on the overarching vision for the town centre. This includes driving increased footfall, opportunities for people to dwell and participate in events, as well as supporting community pride through improved appearance of

the space. The vision and guiding principles of the project have been developed by using the key themes and feedback from community consultation exercises. This includes to create a flexible Market Place which can be appreciated at its best when vibrant activity and animation is and isn't taking place. The aim of the project is to deliver an enhanced public realm for Newark Market Place, to create a flexible, safe space whilst ensuring it retained its market identity and ability to host various activities both during the daytime and evenings, which would include events and alfresco dining.

- 3.9 In summary, the principles are to fulfil the vision and create a vibrant space which:
 1. Retains its Market Place feel and ability to host markets of varying sizes alongside other activities.
 2. Is safe and accessible.
 3. Contributes to the attractiveness and use of the town at day and night, and throughout seasons.
 4. Is sustainable and can be retained and maintained moving forward.
 5. Embraces use by residents, workers, families and visitors.
 6. Supports its conservation status and the qualities of surrounding historic buildings.
- 3.10 The Market Place is owned by Newark and Sherwood District Council with a long-term lease to Newark Town Council who manage and operate the market service. The surrounding highway within the Market Place is owned by Nottinghamshire County Council. Over recent months, the District Council (as Project Lead) has worked with both the Town and County Council, wider strategic stakeholders and the board to develop plans and inform early project designs.
- 3.11 The board will recall that the projects RIBA 2 designs were presented and discussed at the meeting of 10th November 2025. As the project now progresses to the detailed design stage known as RIBA 3, a Full Business Case (FBC) is required to unlock capital investment. The FBC has been developed in line with the Local Assurance Framework and is now in the process of being assured in preparation for Section 151 Officer approval.
- 3.12 To ensure timely progression of the project and noting the 31st March 2028 spend deadline, it is recommended that the approval of the FBC is delegated from the board, entirely to the council's Section 151 Officer, in consultation with Newark Town Council. Without timely approval of the FBC, the LRF UK Government grant of £3,610,000 is unable to be accessed to progress the scheme beyond RIBA 3, to completion. Key risks associated with the project and budget include completing an updated lease with Newark Town Council prior to RIBA 4 contract award (June 2026) and delivery within funding timescales, considering potential phasing of construction works.
- 3.13 Following approval of the FBC, the project team will continue to monitor key risks and progress delivery as well as update the board, community and key stakeholders throughout the project-life cycle. The council will continue to work closely with Newark Town Council to agree final designs, as key project delivery partners.

4.0 Financial Implications (FIN25-26/9179)

- 4.1 The report highlights progress on projects funded through the Local Regeneration Fund. The Council continues to monitor each project against its agreed budget to ensure spending remains

on track. At present, no major financial issues have been identified, but regular oversight will continue to manage any potential cost pressures or delays.

Newark Town Board meeting reports:

[27 March 2024](#)

[30 May 2024](#)

[27 June 2024](#)

[24 September 2024](#)

[04 December 2024](#)

[14 February 2025](#)

[9 April 2025](#)

[3 June 2025](#)

[7 July 2025](#)

[26 September 2025](#)

[10 November 2025](#)

Lead Officers:

Matt Lamb - Director of Planning & Growth, Newark & Sherwood District Council

Sanjiv Kohli - Deputy Chief Executive & Director of Resources, Newark & Sherwood District Council

Neil Cuttell - Business Manager, Economic Growth & Visitor Economy, Newark & Sherwood District Council

Sarah Hesselbee - Economic Development Grants and Programmes Manager, Economic Growth & Visitor Economy, Newark & Sherwood District Council