

**Supported by**

**Havant**  
**BOROUGH COUNCIL**

**Havant Town Centre Partnership Board**

**Meeting notes**

**Wednesday 13 December 2023 5-6:30pm**

**Upstairs meeting room, The Pallant Centre**

**The Pallant, PO91BE**

**In attendance**

Amanda Howard - White Newsagent  
Ann Buckley - Resident  
Bob Comlay - Civic Society  
Clare Gilbert - Nationwide Building Society  
Cristian Preda - The Coffee Lounge  
Cllr Harris, Gillian  
Kate FitzGerald - Resident  
Layton, Wayne – HBC  
Loaay Ahmed - Resident  
Louise Piper – Resident  
Cllr Phil Munday  
Peter Hammond - Civic Society  
Rob Fryer - The Meridian Centre  
Sarah Thompson - Athena Blooms  
Shelley Saunders - St Faiths  
Siobhan Flynn HBC

**Apologies**

Hannah Wheatley - Resident

**1. Welcome & Round table introductions**

Wayne Layton, Executive Head of Regeneration and Economic Development at Havant Borough Council welcomed everyone and facilitated the round table introductions.

**2. Terms of Reference for the Group**

Siobhan Flynn, (SF) introduced the draft terms of reference. The Board discussed the vision and scope and purpose of the Board sections of the ToR in detail.

SF advised that the Board has no legal status and is an advisory group. The Council will act as the accountable body for any funding the board utilise going forward and that the Board in its current form will not be able to enter into contracts in its own right.

Wayne Layton canvassed the room for nominations for chair and vice chair. Following this Councillor Phil Munday was elected as chair of the partnership, with Peter Hammond as vice chair.

It was agreed that a small task and finish group be formed to revise the draft vision statement, better define the scope and purpose of the group as well as provide assurance on liabilities for the group. The following members will form the task and finish group:

Bob Comlay  
Loaay Ahmed  
Kate FitzGerald

It was agreed future meeting days would rotate Monday – Thursday to allow flexibility.

#### **ACTION**

**Siobhan Flynn to coordinate ToR task group.**

#### **3. Priority Actions for the Group**

SF revisited the intervention framework as prescribed by the High Street Task Force, and the 25 priority areas or components that make up a successful town centre, as a starting point for the group to begin thinking about 'Havant town centre' and the activity the group might wish to take forward. WL also directed the group to the Task Force report, which was circulated with the agenda, which summarises Havant Town Centre issues within the intervention framework, such as a lack of data and limited cultural attractions etc.

Discission focused on understanding the work conducted to date and existing data.

It was agreed a task group to formed to look at data-capture to establish as baseline for the group.

The following members will form the task and finish group.

Shelly Saunders  
Loaay Ahmed  
Gillian Harris  
Bob Comlay

It was also suggested that an additional third task group to focus in crime be formed. Phil Munday and Amanda Howard and Sarah Thompson put themselves forward for this work.

#### **ACTION**

**Siobhan Flynn to coordinate Priority Action and Crime task groups and circulate existing data to the Board.**

#### **4. Date of next meeting**

Thursday 14<sup>th</sup> March 5-6:30pm at The Spring Arts Centre