



HARTLEPOOL DEVELOPMENT CORPORATION BOARD

ANNUAL GENERAL MEETING

Tuesday 2 September 2025 at 3:30pm

Meeting held at Hartlepool Town Hall Theatre

(These minutes are in draft form until approved at the next Board meeting and are therefore subject to amendments.)

ATTENDEES	
Members	
Mark Robinson	Independent Chair
Councillor Brenda Harrison	Leader of Hartlepool Borough Council
Sarah Bedford	Independent Member
Brenda McLeish	Independent Member
Lisa Molloy	Independent Member
Shane Moore	Independent Member
Alison Gwynn	Independent Member
Pamela Hargreaves	Independent Member
Martin Raby	Independent Member
Associate Member	
Tom Bryant	Chief Executive Officer, TVCA
Officers and other representatives	
Beverley Bearne	Chief Operating Officer, HDC
Jodie Townsend	Interim Group Chief Legal Officer & Monitoring Officer, TVCA
Shaun Natrass	Group Legal Manager, TVCA
Justine Matchett	Lichfields
Neil Westwick	Lichfields
Kate Smith	Governance Officer, TVCA
Apologies	
Simon Corbett	Independent Member
Matt Storey	Police and Crime Commissioner, Cleveland Police
Denise McGuckin	Managing Director, Hartlepool Borough Council
Victoria Fuller	Chief Constable, Cleveland Police
Jo Moore	Interim Group Director of Finance and Resources, TVCA
Julie Hurley	Interim Director of Infrastructure & Head of Planning, TVCA

HDC 01/25	APOLOGIES FOR ABSENCE The Chair welcomed everyone to the meeting. Apologies were noted in the Attendees list.
HDC 02/25	DECLARATIONS OF INTEREST There were no declarations of interest.
HDC 03/25	GOVERNANCE AND APPOINTMENTS The Chair introduced a report which detailed various appointments for agreement and confirmation by the Hartlepool Development Corporate Board at its Annual General Meeting (AGM). It was noted by the Chair that there is a discrepancy in the Constitution regarding the maximum number of Board Members. (Constitution states maximum of 10 members, there are currently 11 members). The Interim Monitoring Officer advised that there is to be a full review of the HDC Constitution which will pick up and address anomalies such as this. Members were reassured that this meeting can go ahead today as there are no items to be approved, and the members in attendance does not exceed the maximum number. Comments and questions were invited from Members, and these are summarised below: <ul style="list-style-type: none">• It was noted by members that there had been a lot of consultation with the Local Authority around the Improvement Plan for the Best Value Notice, and it is hoped that the Development Corporation can also be involved with the development of the Constitution. It was acknowledged by officers that the constitution can be quite technical and the need for discussion and questions is at the forefront of the plan to hold workshops going forward.• Members stated that there has previously been a feeling disconnection between the Development Corporation, Town Council and Borough Council. It was suggested that there is a willingness for collaboration and change will happen as long as the Board is working alongside the appropriate people and engaging with people of the town.• A member requested clarification regarding the Planning Scheme of Delegation (appendix 2). Concerns were raised that, for example, where

there are existing conditions on land and it does not come back to the Board, these conditions could potentially be disregarded. It was stated that an amendment should be made so that where conditions are attached, this should come back to the Board for further discussion.

The representative from Lichfield explained that this was in place to avoid dealing with lots of applications for small schemes with minor conditions, and there would be the opportunity to call back to the Board.

- A member suggested that level of significance should also be looked at as part of the constitution.
- The Leader of Hartlepool Borough Council noted that with regards to normal planning at the Council, the people of the town know what is happening, and in the case of the Development Corporation, the process of raising objections needs to be made more accessible.

In response, it was explained that existing statutory processes are followed, however a new Development Management System has been developed, which will be going live in the coming weeks. This will be map based and will make applications easily visible and accessible for the public. It is proposed that workshops will be held to share information about this. It was also stated that there are currently reasonable links with Ward Councillors so it is hoped that information will be widely shared.

- The representative from Lichfields acknowledged there are concerns around Planning Obligations and outlined that the Scheme of Delegation has been copied from the Council's own Scheme, however this can be reviewed. Members discussed that this could also be picked up and developed in the review of the Constitution. It was recognised that there is confusion amongst members of the public regarding the process, and it is hoped that by raising the profile of the Development Corporation as part of the wider reset will help to make information more accessible. It was suggested that the current scheme can be used in the interim as the documents are complex.

RESOLVED – The Hartlepool Development Corporation Board:

- (1) **NOTED** the changes to the HDC Constitution approved by Cabinet on 27 June 2025 as detailed in paragraphs 2.1-2.6.
- (2) **NOTED** that a full review of the HDC Constitution will be undertaken and will be aligned to the Best Value Notice Organisational Improvement Plan and be presented to a future Cabinet for approval.
- (3) **RECONFIRMED** the Officer Scheme of Delegation as detailed in the HDC Constitution at **Appendix 1**.
- (4) **NOTED** its membership as set out at paragraph 2.10.
- (5) **NOTED** the appointment by the Tees Valley Mayor of an Independent Chair of HDC Board, as noted by TVCA Cabinet on 27 June 2025.
- (6) **RECONFIRMED** the elected member of Hartlepool Borough Council (HBC) as Vice Chair of the HDC Board.

	<p>(7) NOTED membership of the HDC Audit & Governance Committee.</p> <p>(8) NOTED the appointment by the Tees Valley Mayor of the Chair of the HDC Audit & Governance Committee.</p> <p>(9) RECONFIRMED the Planning Scheme of Delegation as detailed in Appendix 2. ACTION: The Interim Monitoring Officer confirmed that this would be taken away as an action and reviewed. It will be brought back to the Board at the earliest opportunity.</p> <p>(10) RECONFIRMED the Middleton Grange Shopping Centre Scheme of Delegation as detailed in Appendix 3.</p> <p>(11) NOTED the Members Allowance Scheme for 2025-2026 in Appendix 4.</p> <p>(12) RECONFIRMED the position that the HDC Board is the decision maker for HDC planning applications.</p> <p>(13) APPROVED and NOTED the proposed dates for the ordinary meetings of HDC as detailed at 6.</p>
<p>HDC 05/24</p>	<p>DATE AND TIME OF FUTURE BOARD MEETINGS</p> <ul style="list-style-type: none"> • Tuesday 2 September 2025 • Tuesday 2 December 2025 • Tuesday 17 March 2025 • Tuesday 9 June 2025 <p>(The meeting concluded at 15:54)</p>