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MINUTES

Board Title: Laindon Neighbourhood Board
Date: 22.10.2026
Time: 17:30-18:30
Location: ASDA Pipps Hill, Heron Park.
Chair: Tammy Nicholls
Serviced by: Thomas Williams

Attendees: Tammy Nicholls (Chair) Richard Holden MP Councillor Kattady Dr Anita Pereira Colin Evans Michael Plant Sharon Barbour Thomas Williams

Accountable Body Representatives - Grant Taylor David Toombes

Guests:

No.	Agenda Item	Purpose	Description	Lead
1.	**Welcome and apologies**	**For discussion**	Minutes were approved from the previous meeting, after slight amendments made which were discussed over email previous to the meeting Grant Taylor, gave his apologies to the meeting due to being on A/L. Richard Holden was not present and Colin, who used to represent him when he was busy, has recently left working for his office. There was a local by- election that day, so we believe that is the reason he was unable to attend. No conflict of interests were declared at this point in the meeting	**Chair/All** **17:30-17:35**
2.	**Community Boards Update and Discussion**	**For discussion**	Thomas gave a verbal update on the community board and youth board- ● He updated the board saying that youth board development was well under way- we are working with our partners. ● We have had more delay than expected, due to partners being very busy- Thomas is chasing and wanting to arrange a partners call ASAP, but it is okay if this happens later than expected as we do not want to sacrifice quality just to meet an internal deadline ● We have had extensive discussion around a community boar , and we do not feel that it is currently necessary or the correct procedure ● We spoke about when we go to visit partners and local organisations, or when we host meetings in different locations, we do some community engagement at the same time ● This was proved very successful and well liked.m	**Thomas Williams** **17:35-18:00**

3.	**Expanding the Board**	**For discussion**	Tammy Nicholls reminded the board that we need to increase numbers on the board, Board members are invited to suggest potential board members to the team. It is important to stress the importance that this is confidential and thinking of someone/ wanting to have them is not guaranteeing them a space on the board We also looked to strengthen our board governance and we appointed a Vice Chair. Tammy opened the floor with suggestions for nominations for this role. Colin nominated Thomas Williams and it was seconded by Mike Plant, Sharon Barbour and agreed by others in attendance. Everyone felt that Thomas has contributed a lot to the board- arranging meeting venues, running engagement events and a lot of the behind the scenes work, and this is reflected in the appointment. Thomas Williams thanked the board for the vote of confidence and was more than happy to take on this role.	**Tammy Nicholls** **18:00 – 18:10**
4.	**November Submission Update**	**For information**	We discussed the November Submission. Due to an indepth session that Thomas has run with the board on Tuesday, there was limited discussion on this point. We wanted it noted in the minutes to thank CE for all of his hard work to support the November Submission. JK- suggested that we need to ensure that elements around digital inclusion, upskilling in AI intelligence and confidence in the digital sphere needs to be included in the Vision and Improvement plan All were in agreement with our documents, Theory of Change and direction of travel. DT reminded us all of the internal deadline to ensure that we send all documents by the 4th November to ensure that the bid team have sufficient time to pull everything together.	**Grant Taylor** **18:10-18:20**
5.	**AOB**	**For discussion**	MP - Creative BasildON. He met with these and they are interested to work with us further. TN- presented the logo consultation back to the board. This discussed that following the engagement and logo consultation, there was no clear winner but there was preference towards the colourful logos, instead of black and white logos. We decided as a board we would progress with logo 4 as this combines the logo options into a nice 'merged version' Thomas has contacted a graphic designer who is going to support us with designing this logo professionally AP- Policy roadtrip was suggested by AP to visit Bromley by Bow health and community center to visit the great work they are doing there, as this space has come up in conversation time and time again. Thomas suggested also visiting a youth center, just around the corner that he has access to JK- establishing links with the Holy Trinity Church and the youth wing will be an important stakeholder.	**All** **18:20-18:30**

			The time and the date of the next meeting was arranged- 5th November- 17.30-18.30 at the Laindon Medical Center or on teams.	

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Action	Ownership / Deadline	Update	Status
Olivia to contact proposed venues for provisional dates and hire costs	**10.09.2026**	Draft email has been sent to the Chair for approval prior to sending to proposed venues for confirmation	On-going
Board Membership expansion- Grant to look into ToR and policies around this. Board members are urged to complete a skills audit and return. Board members are asked to submit potential board members, when we expand	**ASAP- All are responsible for this task**	Form has been circulated to board from Thomas- they are then able to send nominations/ ideas for potential new board members	On-going
Contacting Bromley by Bow health center and a nearby youth center - for a visit/ policy roadtrip. Go back to Thomas' document from July time around this. Planning to invite Lorna from Sanctuary Housing too.	**Anita and Thomas**		Ongoing
Thomas to reach out to Olivia- find out where she got to with establishing the police representative for LNB	**Thomas**		Ongoing
Enquire about the Vice Chair being set up on commonplace, to continually update it in the absence of Olivia	**Thomas and Accountable Body**	Thomas has been onboarded to the programme. Olivia is kindly going to be running training over the next week to teach Thomas how to use the system	Half completed

Arrange the first Youth Board meeting for early/ mid November- arrange the presence of partners, young people, charities and local schools for the kick off.	**30.11.2026 (Ahead of the 2nd Submission deadline)**	Partners have been contacted Documents have been drafted	On- going

Arrange a call with board members to discuss the November Submission in more detail- following on from this meeting	**ASAP**	Thomas is speaking with Grant and Tammy about next steps. Arranged 20th October 2026- on Teams	Completed
Grant to circulate the engagement tracker, for the board to complete and fill in the gaps following round 2 of engagement	**22.10.2026- Grant**	Grant circulated this to the board and they have filled in the gaps- this will help with the MHCLG submission	Completed
Thomas to circulate Theory of Change ahead of the next board meeting after calls with sector colleagues, who have supported the development of the document	**22.10.2026- Thomas**	Thomas circulated this to the board and the accountable body.	Completed

Submission Deadline: Second submission due November 30th (4 year spend proposal for £8 million). Internal Deadline of 4th for comments and thoughts to be sent to Grant and the bid team