PRIDE IN PLACE
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AGENDA

Board Title: Chalvedon Neighbourhood Board
Date: 15.09.2026
Time: 10:00-11:30AM
Location: Changing Pathways / Microsoft Teams
Chair: Jay Robinson
Serviced by: Olivia Dourado

Attendees: Jay Robinson (Chair), Janice Strachan, Olivia Dourado, James McMurdock MP, Maz Uluhan, Councillor Noble, Viktor Underwood, Debbi Robinson, Grant Taylor, Diane Brown

Guests: Ranijit, Paula & Tania (Changing Pathways) / TONIC representative

No.	Agenda Item	Purpose	Description	Lead
1.	**Welcome and apologies**	**For discussion**	Approval of minutes 29.07.2026 for publication and action log updates. Members are invited to declare any conflicts of interest at this point in the meeting	**Chair/All** **10:00-10:05**
2.	**Changing Pathways**	**For information**	Representatives to provide an overview of the support and services provided to the community, knowledge and expertise of the are and how collaborative working with the service can be supported through pride in place.	**Changing Pathways/All** **10:05 – 10:20**
3.	**TONIC**	**For information**	Representatives to share final report and present findings	**TONIC/All** **10:20-10:40**
4.	**Phase 2 engagement delivery**	**For discussion/ action**	• Confirmation of proposed drop-in locations and board members who will be facilitating • Questions to be asked and how responses will be collated and analysed	**All** **10:40-10:55**
5.	**November submission**	**For discussion/ action**	• Agreed dates for task and finish group to support the submission • Beat the street data, for consideration	**All** **10:55-11:20**
6.	**AOB**	**For discussion**	AOB • Next board meeting: Tuesday 29th September 2026 10-11:30am, Venue to be confirmed • Board membership and recruitment • Green Flag event update • Youth advisory group, Thomas from Laindon Neighbourhood Board to attend to present proposal on 29th September	**All** **11:20- 11:30**

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Action	Ownership / Deadline	Update	Status
Establish police representative to shadow the board	**Olivia – 25.06.2026**	No response	Closed
Invite Thomas to a board meeting to present his youth advisory group proposal	**Olivia – 01.09.2026**	Olivia. Follow up email sent 02.09.2026	On-going
Jay to contact Bob at Twinning	**Jay - 01.09.2026**	Email sent 01.09.2026	Complete
Diane to visit well being hub	**Jay – 15.09.2026**	Jay to make introductions for Diane and Dawn to arrange a visit	Complete
Confirmation of liability insurance coverage	**Olivia/ Grant – 15.09.2026**	Details on liability insurance included within minutes above	Complete
Draft funding application document	**Olivia – 15.09.2026**	Drafted document has been sent to board members for their comments and amendments	Complete
Draft engagement plans and consultation questions.	**Olivia – 15.09.2026**	Draft engagement plans have been circulated to board members for confirmation and drafted questions has also been circulated for feedback.	On-going
Dedicated pride in place email addresses for board members	**Olivia – 15.09.2026**	Requested information for internal IT team for setting up email addresses / relevant training such as GDPR	On-going
Upload Essex Highways Letter to CommonPlace with supporting news story	**Olivia – 15.09.2026**	Copy of letter uploaded and news story shared	Complete
Signs with eyes request from community safety team to be installed in Northlands park as deterrent for anti-social behaviour and littering	**Olivia – 15.09.2026**	Olivia contacted community safety team, awaiting response	Complete
Well-being hub to be hosting location for engagement events.	**Jay – 15.09.2026**	Jay to liaise with Dawn	Complete

Submission Deadline: Second submission due November 30th (4 year spend proposal for £8 million)