PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT

MINUTES

Board Title: Laindon Neighbourhood Board
Date: 28.07.2026
Time: 18:00-19:30
Location: Microsoft teams
Chair: Tammy Nicholls
Serviced by: Olivia Dourado

Attendees: Tammy Nicholls (Chair), Michael Plant, Richard Holden MP/Colin Campbell, Sharon Barbour, Councillor Kattady, Thomas Williams, Dr Anita Pereira, Grant Taylor, Colin Evans, Olivia Dourado

Guests:

No.	Agenda Item	Purpose	Description	Lead
1.	**Welcome and apologies**	**For discussion**	Approval of minutes 09.7.2026 for publication and action log updates. Members are invited to declare any conflicts of interest at this point in the meeting; • Cllr Kattady – Declaration of position as local ward councillor (28.07.2026)	**Chair/All**
2.	**Board activity**	**For discussion/ Action**	• **Youth board** All board members in agreement to progress with creation of a youth board. Thomas has been suggested to take the lead on this due to his knowledge and experience of working with youth groups. The youth board will need to ensure a representative membership to capture a varied community voice, a starting point will be to use existing youth groups to present the proposal to join the board. Alternative name suggestions put forward for the subgroup such as 'advisory group' or 'task and finish group'. This created a more focused purpose for the group and removes barriers of taking part if it were to be called a board. The youth board will also provide opportunity for you people to also become social researchers which will include a training element and possibility of payment for their contribution via vouchers which is common practice among other youth boards. A need has also been established for a community board to run complimentary to both the youth group and neighbourhood board, this will ensure community voice is at the heart of pride in place for the full duration of the programme. • **Quick wins ahead of November submission** Use of the capacity funding can be applied to support existing projects such as the Laindon Wombles (litter picking) to expand the area in which they cover to enhance community ownership and increase feelings of pride. This can also help with health and well being through exercise and socialising with others.	**All**

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3.	**Phase 2 engagement plan**	**For discussion/ Action**	**Quick wins** Existing community groups such as Laindon wombles can be approached for potential collaborative working to expand the areas covered for litter picking. This provides a volunteering opportunity for community members, encourages health and well being while in turn increase community ownership and feelings of pride. **Engagement event planning** Purpose, scope and promotion have been identified as the key focal point s when looking to establish a community engagement event. Proposed dates to consider for an event to take place WC 3rd and WC 10th September to allow sufficient planning and promotion. **Purpose;** • What is being asked of the community In depth qualitative data to be collection on community want a need for the specified themes such as health inequalities and youth activity. Richness of data is to be considered when planning an event as a family fun day will have less depth than 1-1 interviews or small task groups Open forum style event to be arranged to prioritise in depth consultation rather than generalised consultation on a larger scale. Multiple key community locations can be approached to host. Consultation questions will focus on filling areas where the board feels there is a lack of information. Impact; • Community impact and commitment to be at the forefront of small wins and engagement events. • Perception questions to be included within the consultation to gather who the community feel. • Strengthen existing community groups by creating opportunities for expansion and sustainability while also offering opportunity to create new experienced for the community based on their feedback and involvement within consultation. Markhams chase family fun day has been suggested by Thomas, this will allow a varied demographic to attend and complete additional survey activities to support decision making in the November submission. Collaborative working with local services such as sports providers, food banks/community supermarkets and local businesses. As a measure of success continuous engagement is vital in gathering data to support community impact through pride in place investments. Communicating to the public on how their feedback is being used and the impact this has had on their community will also encourage engagement in future consultation as well as reassurance that the community voice is being heard and actioned. Olivia to produce engagement proposal and consultation questions. **(Action)**	**All**

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4.	**November submission planning**	**For discussion/ Action**	**Basildon Communications Team** • Official board headshots and group photos (Agree a date and location) • Photos of engagement and activity can be taken by board members • Logo – Board to brainstorm ideas for the logo, ensuring logo will still be legible in multiple sizes. Due to short period to submission deadline, school workshop for logo may not be achievable. Comms team may also advise logo will need to be created externally due to complexity and team capacity. (**High priority task**) Key aspects required within submission • Boundary / local context • Future vision • Strategy and financial forecasting • Engagement outcomes (Phase 1 and 2) • Project ideas • Additional funding and investment • The Board and Governance **Timeline** (Draft) • Tonic report – End of august • Phase 2 engagement – August/September • First draft of written report – WC 5th October • First draft of full report produced by Comms – WC 2nd November • Comments and amendments WC 2nd Nov – 13th Nov • Final report circulation for approval WC 23rd November Submission deadline **30th November**	**All**
5.	**AOB** **Board meeting frequency/Venue**	**For discussion**	AOB • **Outstanding documentation reminder** All required documentation has been reviewed and actioned where required Logo suggestions to be sent to Olivia to collate **(Action- All)** • **August date for meeting and venue options** 13th August 6-7:30pm, Manor Mission Church to be confirmed 27th August 6-7:30pm, King Edward Centre to be confirmed • **Agree schedule of meetings** Schedule agreed to remain as bi-weekly board meetings on Thursday's 6-7:30pm Touchdown meetings agreed to take place when required, likely to be necessary from September onwards to support with populating the November submission.	**All**

			• **Community Asset data base** There is a need for the board to have a list of all the assets within the locality including details of its purpose, usage and ownership **(Action – Olivia to liaise with planning and regeneration team to compile)** • **Volunteering map** There is a need for the board to have an awareness of all volunteering services in the proximity, this is to include Laindon Wombles, walking groups and uniform banks **(Action – Olivia to liaise with communities team to establish a map)** • **Shadow/Advisory Board members** Non-voting members to be recruited to shadow board to be representative of the locality, to include local policing, social housing providers, statutory agencies and key business and community members. • **Site visits to key locations within the boundary** Colin has begun to visit key locations within the boundary to assess community need and wants. Invitation has extended to board members to join Colin on either 6th or 20th August.	

Action	Ownership / Deadline	Update	Status
Establish police representative to shadow the board	**Olivia – 25.06.2026**	Olivia has contacted local police Srg for the area and is awaiting a response. Response chased again on 07.07.2026	On-going
Arrange Sanctury Housing representative to attend a board meeting	**Olivia – Next board meeting**	Olivia has made contact to the representative for Sanctury Housing and is awaiting response	On-going
Logo suggestions to be sent to Olivia to collate	**All – 13.08.2026**	Board to create draft logos for group vote	On-going
Community asset data base	**Olivia – 13.08.2026**	Olivia to liaise with planning and regeneration team to compile	On-going

Site visits across boundary area	**6th and 20th August**	Visits to key locations across the boundary	On-going
Volunteering map	**Olivia – 13.08.2026**	Olivia to liaise with communities team to compile	On-going
Road trip to other pride in place areas	**Thomas – 28.07.2026**	Board has agreed that site visits to other areas should be organised for later on in the project, this will be revisited later	Complete

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