PRIDE IN PLACE
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AGENDA

Board Title: Chalvedon Neighbourhood Board
Date: 19 June 2026
Time: 18:00pm to 19:30pm
Location: Mother's Kitchen Cafe
Chair: Jay Robinson
Serviced by: Olivia Dourado

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

Guests: None

No.	Agenda Item	Purpose	Description	Lead
1.	**Welcome and apologies**	**For discussion**	Our call to action, partnership working, our responsibility and why this project matters	**Chair** **18:00-18:05**
2.	**Personal introductions**	**For discussion**	To kick things off, everyone is to share a short introduction that brings your experience, passion, and connection to the project to life.	**All** **18:05- 18:25**
3.	**Board meeting frequency/venue**	**For discussion**	All board members to provide preferred meeting availability to pre-plan meeting schedule. Alternative meeting venues to be suggested	**Chair/Olivia** **18:25-18:30**
4.	**Terms of reference / board document packs** **Future onboarding of board members**	**For discussion/ Approval**	Review all documents provided by the accounting body for acceptance and implementation. Deadline: July Board meeting (Date TBC) **Proposed boundary changes with justification and supporting maps to be included in July report submission.**	**All** **18:30-19:00**
5.	**Risk register / Conflict of interest**	**For discussion / action**	All members of the board to discuss potential risks and how to mitigate them. Olivia to collate feedback to create master copy for approval and implementation at next board meeting (Date tbc) Conflict of interest forms to be completed, if future conflicts of interest arise the board chair will need to be notified.	**All** **19:00-19:10**
6.	**Tonic – Research and Survey** **Pride in place film**	**For discussion**	Provide explanation for the purpose or Tonic and pride in place Film, Grant to include cost and allocation of funds	**Grant** **19:10-19:20**
7.	**AOB**	**For discussion**	AOB	**All** **19:20-19:30**

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