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**MINUTES**

**Board Title:** Laindon Neighbourhood Board
**Date:** 13.08.2026
**Time:** 18:00-19:30
**Location:** James Hornsby School/Microsoft teams
**Chair:** Tammy Nicholls
**Serviced by:** Olivia Dourado

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

**Guests:** Lorna Philcox, Matthew Scott

| No. | Agenda Item | Purpose | Description | Lead |
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| 1. | **Welcome and apologies** | **For discussion** | Approval of minutes 13.08.2026 for publication and action log updates. (Minutes approved for publication)<br><br>Members are invited to declare any conflicts of interest at this point in the meeting<br>• No declarations of interest 10.09.2026 | **Chair/All** |
| 2. | **Sanctury Housing update** | **For information** | **Lorna Philcox (Reigonal Director)**<br><br>1167 housing units are located across Laindon, supporting families for 50 years.<br>Discussions are in place for the revised plans of the Laindon shopping centre, meaningful and credible consultation needs to be completed to ensure plans are well informed. Progression is being made to move plans forward by Sanctury housing, but they are ensuring enough time and considerations are made to get it right.<br>Sanctury housing recognises the community impact of not having a centralised location for amenities such as post offices, banks, and social spaces as well having failed plans and a demolition site at the heart of their town centre. Lorna has advised there are no set timescales for development updates, but she has agreed to provide the board with regular updates and be actively involved with community activity and consultations.<br><br>**War memorial:** The current statue and fountain are currently location behind the GP surgery however this is an undesirable location and impractical when looking to host ceremonial events. Sanctury housing holds provisional plans for relocation of the memorials, but these are not finalised, and suggestions of new locations are welcomed. There is also opportunity to uncouple the memorials from the Sanctury housing developments to be relocated with support of pride in place funds. A location for consideration is outside Laindon Library on the green space, which is easily accessible, in public view and still within the central area of Laindon. | **Lorna Philcox** |

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| **3.** | **TONIC Report** | **For information** | Rescheduled to attend board on 24th September 2026, executive summary has been shared to board for prior review. | **Matthew Scott** |
| **4.** | **Phase 2 engagement** | **For discussion/ action** | Although TONIC were unable to attend to present the final report, OD provided a quick overview including key opportunities for change, these included things for young people to do, improvements to health provisions and minimised wait lists, creating a central town centre and improving parks and green spaces. These key themes will then be taken and turned into questions to ask the public to conduct interviews for rich qualitative data to inform the November submission.<br><br>Draft engagement plan has been circulated with proposed venues and hosts for engagement events. The first event has been promoted to take place on 14th Sept 6:45-8pm at king Edward centre. Board members have offered their venues such as the GP surgery, School and manor mission church. Additional promotional materials will be created for circulation to promote up coming engagement events.<br><br>Phase 2 engagement will remain a standard agenda item. | **Chair/All** |
| **5.** | **AOB** | **For discussion** | • **Next board meeting:** Thursday 24th September 2026, TW is awaiting response from Well-being hub to host, once confirmation has been received meeting invites will be amended accordingly.<br><br>• **Board time:** Proposal to move start time to 5:30pm and keep duration of meeting to 1 hour has been unanimously agreed and will be implemented from 24th Sept 2026 onwards.<br><br>• **Laindon Master Plan**: Olivia has contacted Anna White to attend the board to provide an update on Laindon's master plan, this will also be an opportunity for the board to establish a working relationship with Anna going forward to ensure the master plan and pride in place programme delivery are complimentary and community backed.<br>• **Logo:** Top 3 options have been agreed by board and launched as a public consultation for in person votes at community led engagement events as well as online via commonplace. Once closed a final version of the logo will be adopted.<br><br>• **Smile Dental Surgery:** Summary of correspondence has been shared with board members, the status remains that Smile has offered for a site visit to be arranged for board members to attend the practice, learn more about the proposal and decide on plans to move progress partnership working.<br><br>• **Youth advisory group / working group:** Meeting has been scheduled with TN and TW for initial proposals for recruited to positions of the advisory board. Working group for the board has been proposed that all members attend a focus day in London to complete submission work in a neutral location whilst also having the opportunity to bond as a board. | **All** |

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| | | | • **Relocation of Laindon War Memorial (MP Holden/Colin Campbell):** See update under agenda item 2.<br><br>• **Outsourcing submission writing through precured service and Nov submission workshop for all board members (Thomas):** TW made suggestion of potentially outsourcing submission writing via direct award or procurement. The board has suggested that due to the submission deadline this option may not be feasible, instead the board are looking to arrange a working group all day event for submission writing.<br><br>• **November Submission:** MHCLG has advised that submission deadline can be amended slightly to February 2027 if required, this allows the board some additional time to create their final reports and extended phase 2 engagement for stronger data set. Any additional time required afternoon Nov 30th will need to be communicated to MHCLG representative.<br><br>• **Board membership:** Olivia will be returning to her substantive role as of Monday 21st September 2026 and will no longer be in post as pride in place co-ordinator, she has stated it has been a pleasure to work with the board and progress the programme and that she will still remain in touch with the board to support through the transitional period as well as beyond when workstreams overlap. Recruitment to the post has been started and board made unanimous agreement for the post to be advertised for 12-18 months to ensure adequate coverage. Longer term recruitment also discussed by the board such as having their own co-ordinator or hiring additional staff when workload increases, this is to be explored post November submission. | |

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| 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 | Closed |
| Thomas, Tammy, Olivia/Grant to have a meeting to finalise approach ready for implementation. | **10.09.2026** | Provisional dates to be confirmed | Complete |
| Olivia to liaise with Chalvedon Chair to arrange Thomas's attendance to the board. | **10.09.2026** | Provisional date of 29.09.2026 for Thomas to attend. | Complete |
| Olivia to contact proposed venues for provisional dates and hire costs | **10.09.2026** | Chase email sent on 11.09.2026, draft plan will be amended accordingly. | On-going |
| Board to finalise survey questions based on data reports received. | **10.09.2026** | Draft questions to be sent to Olivia for collation and inclusion on Commonplace draft | On-going |
| Working Group | **10.09.2026** | Olivia to finalise plan with chair along with supporting action plan, proposed dates will be shared with board members for approval | On-going |

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