PRIDE IN PLACE
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MINUTES

**Board Title:** Laindon Neighbourhood Board
**Date:** 25 June 2026
**Time:** 18:00pm to 19:30pm
**Location:** The James Hornsby School
**Chair:** Tammy Nicholls
**Serviced by:** Olivia Dourado

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

**Guests:** TONIC

| No. | Agenda Item | Purpose | Description | Lead |
|---|---|---|---|---|
| 1. | **Welcome and apologies** | **For discussion** | • Approval of minutes 11.06.2026 for publication and action log updates. (*Minutes approved by Chair and Board*)<br>• Members are invited to declare any conflicts of interest at this point in the meeting (*No declarations for 25.06.2026*) | **Chair/All** |
| 2. | **TONIC** | **For awareness/ discussion** | • Representative to attend meeting Scheduled Thursday 9Th July via Microsoft teams to provide an update on engagement and consultation so far and future plans | **TONIC/All** |
| 3. | **Board documentation** | **For discussion /approval** | Terms of Reference<br>• Amendment to be made to clearly state expectations of alternates<br>• Amend to clarify boards right to vote on planning and development related to pride in place funding Amendment to be made to include unpaid or voluntary work<br>• Amendment to be made to clarify the timeline of spending plans in relation to report submission deadline<br>• Amendment to be made to wording of board tenure ensuring opportunities for new board positions and minimum of 3-year term with the possibility to extend for a period through fair and appropriate processes.<br>• Minimum attendance requirement to be included within the TOR.<br>• Inclusion of 3-year expiry of signed documents to reflect the above comments on change in potions of board members.<br>• Creation of register of interest document to be completed and signed by all board members (Action- Olivia to produce document for circulation) | **All** |
| 4. | **Boundary extension proposal** | **For discussion/ approval** | • Olivia produced a new boundary map to include previously discussed amendments. After additional discussion the board agreed that additional proposals should be explored, an additional 3 options were highlighted. (Action – Olivia to have new proposed boundaries drawn up with supporting population data) | **All** |

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| | | | • Highlighted that the proposed boundary amendment will need to remain at a neighbourhood population level of 15,000 or less.<br>• The board has also been aware that the proposal found the boundary extension must include the totality of existing boundary.<br>• MHCLG may refuse the boundary change proposal, this will mean the initial boundary will remain in place, but funding can be spent outside the parameter of the existing boundary if supported by community feedback.<br><br>IMD Data link - Index of Multiple Deprivation 2025 \| Essex Open Data | |
| **5.** | **AOB**<br>**Board meeting frequency/Venue** | **For discussion** | AOB<br><br>Venue options for 9th July (2026 6-7:30pm) to be sent to Olivia/ Pride in Place inbox. *(Dr Pereria has suggested Laindon health centre for 5-6:30pm)*<br><br>Board meeting schedule to be agreed for July 2026 – November 2026 to reflect increased frequency prior to submission deadlines. | **All** |

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| Action | Ownership / Deadline | Update | Status |
|---|---|---|---|
| Collate proposed area boundary extensions to create a final agreed boundary to be included in July report submission | **All – 09.07.2026** | Additional proposals discussed on 25.06.2026 to be drawn up and accompanying population stats to be circulated (Olivia) | On-going |
| 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 23.06.2026 | On-going |
| Review Terms of Reference documentation | **All – 09.07.2027** | Olivia to amend TOR to reflect board comments on 25.06.2026, final agreement to be made 09.07.2026 | On-going |
| Confirmation of Ward Councillor | **Grant – 09.07.2026** | Accountable body to confirm local ward councillor | On-going |
| 100 words and a photo to be published on Common Place/ July submission | **All – 03.07.2026** | All board members to complete the 100 words task and submit to Olivia no later than 03.07.2026 | Outstanding responses<br>• Colin Evans<br>• Michael Plant<br>• Thomas Williams<br>• Dr Anita Pereia |
| Location for board meeting 09.07.2026 | **All- 02.07.2026** | Anita has suggested the health centre 5-6:30pm | Awaiting final confirmation |
| TONIC to attend the board | **Grant – 25.06.2026** | TONIC representative attending 09.07.2026 via teams | Complete |
| Register of interests document to be created and circulated to board members | **Olivia – 09.07.2026** | Draft document has been sent to all board members for completion | Complete |

**Commented [OD1]:** Will attach my draft copy when circulating minutes

**Submission Deadline:** First report submission due July 17th (boundary extension proposal and neighbourhood board governance) and second submission due November 30th (4 year spend proposal for £8 million)