PRIDE IN PLACE
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MINUTES

Board Title: Laindon Neighbourhood Board
Date: 08.10.2026
Time: 17:30-18:30
Location: Microsoft teams
Chair: Thomas Williams
Serviced by: Thomas Williams

Attendees: Tammy Nicholls (Chair) **Richard Holden MP Councillor Kattady** Dr Anita Pereira **Colin Evans Michael Plant Sharon Barbour Thomas Williams.**

Colin Campbell- sent in Richard Holden MPs absence

Accountable Body Representatives - Grant Taylor David Toombes

Guests:

No.	Agenda Item	Purpose	Description	Lead
1.	**Welcome and apologies**	**For discussion**	Minutes of the previous meeting, which took place on the 24th September were approved to be published on the CommonPlace. No Conflict of Interests were declared at this stage of the meeting by board members Apologies were given from Dr Anita Pereira, Tammy Nicholls and Richard Holden MP. Colin Campbell was sent in the absence of Richard	**Chair/All** **17:30-17:35**
2.	**Community Boards Update and Discussion**	**For discussion**	Thomas gave the team a verbal update on the formation of the community boards and our continual engagement plan. ● We are forming partnerships across the civil society and charitable sector, who work with young people to make up our youth board. We so far have been in contact with ATF, Bar n Bus and Basildon Borough Youth Council who have all agreed to take part in this ● The Head students from all local primary and secondary schools within the Laindon Boundary will also hopefully be a part- Tammy has strong connections with local schools so she is contacting them to ask for membership and support of this initiative. ● We are sending out more information to groups as we speak, and hope to have arranged the	**Thomas Williams** **17:35-18:00**

			first meeting soon - hopefully around the time of the start of November ● We are also broadly exploring partnerships with local schools as a vehicle for change. This looks like schools being on board with our mission and vision, lots of community work and time volunteering in the community. JHS is testing this out with a big litter pick across the area. ***The board were interested in this, and want updates on how it goes*** SB- mentioned comments, wanting to ensure that we are reaching key demographic groups, whose voices are often not heard in these sorts of processes. This is noted and Thomas has gone back to key contacts MP- Wanted to ensure that we are reaching Essex Youth Service. This is noted and Thomas has reached out to his contacts there. They are currently in the process of recruiting their members for the Young Essex Assembly- so this may take time ● Thomas also gave the board a verbal update on a community board- a space to ensure that resident voice is centered. ● This came off the back of many of our conversations, MHCLG guidance and toolkits and the fascinating conversations at the King Edward Center. GT/ CE- Another board is not necessary, we need to think about this instead as community engagement/ events. We need to ensure that the momentum from the TONIC engagement and Phase 2 engagement is not lost as this allows us to speak to lots of residents, quickly and in depth. JK- Calling it another board, is not the right language for this. Having too many 'boards' will complicate the accountability and decision making processes that sit behind Pride in Place. We instead should be calling them working groups, with a member taking a more active role to be the 'link' We are taking these considerations onboard, and going back to the drawing board to see what would be the best mechanism and set up to ensure that residents voices and ideas are at the heart of PiP	
3.	**Expanding the Board**	**For discussion**	Tammy has been in contact with MHCLG, within her role as Chair. They said that while we are compliant with MHCLG guidelines for board membership, the board is a little small and they are keen for us to expand our board Olivia, when she was in post, sent round a skills audit- to assess the skills that we have on the board, and where the gaps are. The gaps will enable us to go out for recruitment/ look for new board members. Tammy asked the board if they could return their skills audit ASAP for review. The Board are now encouraged to submit ideas for suitable board members/ skills that they feel are missing on the board. There was a brief discussion around expanding skills around business, the built	**Tammy Nicholls** **18:00 – 18:10**

			environment and local system based services eg- libraries or community centers and enquire a police representative to shadow the board GT- Reminded board members that we must be careful when thinking about new board members- balancing experience and also local/ resident voice. We would not want a board made up of more people, who live out of the area, compared to those who live within the area.	
4.	**November Submission Update**	**For information**	Grant gave the board a brief update on the timeline that we are working towards for the MHCLG 10 year vision and improvement plan. All documents must be sent to the team ASAP, so Grant and his team can start to pull together and synthesise the documents into a cohesive government submission. Colin and Thomas have started to do this work. It was suggested that we arrange an additional call to discuss the document and the substance that we will submit to the government. All board members agreed that we are heading in the right direction, and should meet the deadline. CE- stressed the importance of board buy in with the vision and mission that we are going in. Board members all agreed to read the document circulated and provide feedback, before we start to draft the government submission MP- spoke about his ideas around becoming a Marmot place, which align with our priorities. MP also spoke about community energy- a new exciting initiative that could be a key mechanism that helps us achieve our intended impact and goals for PiP	**Grant Taylor** **18:10-18:20**
5.	**AOB**	**For discussion**	● Board engagement data- GT stressed the importance of recording numbers at our engagement events. GT is going to locate the engagement tracker, to circulate to all board members to ensure that it is accurate and up to date ● Thomas updated the Board regarding the Theory of Change. The Theory of Change (ToC) is in process and he has reached out to sector colleagues and experts he works with for advice and support. He will recirculate the new TOC when amendments have been made Date and Time of Next meeting- 22nd October. 5.30-6.30. Sharon is enquiring around a venue	**All** **18:20-18:30**

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Action	Ownership / Deadline	Update	Status
Olivia to contact proposed venues for provisional dates and hire costs	**10.09.2026**	Draft email has been sent to the Chair for approval prior to sending to proposed venues for confirmation	On-going
Board Membership expansion- Grant to look into ToR and policies around this. Board members are urged to complete a skills audit and return. Board members are asked to submit potential board members, when we expand	**ASAP- All are responsible for this task**		
Arrange a call with board members to discuss the November Submission in more detail- following on from this meeting	**ASAP**	Thomas is speaking with Grant and Tammy about next steps.	On-going
Grant to circulate the engagement tracker, for the board to complete and fill in the gaps following round 2 of engagement	**22.10.2026- Grant**		On-going
Thomas to circulate Theory of Change ahead of the next board meeting after calls with sector colleagues, who have supported the development of the document	**22.10.2026- Thomas**		On-going
Arrange the first Youth Board meeting for early/ mid November- arrange the presence of partners, young people, charities and local schools for the kick off.	**30.11.2026 (Ahead of the 2nd Submission deadline)**	Partners have been contacted Documents have been drafted	On- going

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