PRIDE IN PLACE
LED BY YOU – BACKED BY UK GOVERNMENT

Proud of **Blacon**
Neighbourhood Board

AGENDA

Meeting Location:	**Matthew Henry Church, Nevin Rd, Chester CH1 5RS**
Date & Time:	**Sat 11 July, 10.00am** *Refreshments available before (and during) meeting.* *Water on table*
Neighbourhood Board Members:	**Board Support/ Visitors:**
1. Tina Upton – Chair 2. Helen Bromley 3. Karen Crawford 4. Jack Davies 5. Russ Dean 6. Samantha Dixon MP 7. Councillor Carol Gahan 8. Karen Smith 9. David Stockdale 10. Paul Wallbanks	○ Rachel Foster – CWC support/ Minutes ○ Dylan Topham – MP support
Board Contact details (if all agree to share)	To be added to future agendas if agreed

Item	Title & Presented By
1 10.00 - 10.20	**Welcome** and introductions – CHAIR • Getting to know each other • Format of meeting
2 10.20- 10.25	**Apologies for Absence – CHAIR** Jack Davies, Karen Smith
3 10.25 - 10.35	**Code of Conduct and Declarations of Interest – CHAIR** • Draft Code of Conduct, attached– discuss and confirm Code of Conduct Blacon Pride in Place • Draft Declaration of Interest form, attached – discuss and confirm Draft Neighbourhood Bo
4 10.35- 10.55	**Overview of Pride in Place Programme* – CHAIR/MP** *Pre reading MHCLG published guidance - Pride in Place Programme prospectus - GOV.UK • Highlighting objectives • Frequency of meetings • Code of Conduct/ Declarations of Interest • Quorum • Immediate priorities • Roles and Responsibilities of the Board *(attached)*

	Pride in Place - Proud of Blacon Chi Blacon Board Members Role Desci • Role of the Council as the Accountable Body for the Programme - *The Council must ensure the programme is compliant, delivered in-line with the Ministry of Housing, Communities & Local Government (MHCLG) guidance, legally, and in-line with procurement regulations and must submit regularly returns to MHCLG.* • Neighbourhood Board Training Requirements i.e. Finance, Comms, Community Development & Engagement - for consideration to discuss at next meeting
5 10.55- 11.05	**Terms of Reference – CHAIR** • Draft Terms of Reference, attached - discuss and confirm Draft TOR Blacon Pride in Place Neigh
6 11.05 – 11.15	**Finance – overview – CHAIR** • Summary of funding for whole programme, attached • Capacity funding and spend to date • Discussion on plan for future capacity funding Budget 070726.xlsx
7 11.15 – 11.35	**Baseline Evidence for Blacon – CHAIR** • Presentation of initial formal data: community needs, socio economic profile, MHCLG data Pride in Place - 1st board meeting - wh • Discussion: gaps, opportunities, and early insights
11.35- 11.50	**Tea/Coffee - Comfort break**
8 11.50 – 12.10	**Returns for MHCLG (Neighbourhood Board and boundary clarification) – CHAIR** The chair will outline the deadline for submission of the board membership and any boundary changes - 17 July, discussion around a potential boundary change request. • Boundary Map, attached – confirm narrative ready for MHCLG – to discuss and confirm Map of Blacon South MSOA and Bl
9 12.10 – 12.40	**Community Engagement Approach – CHAIR/ MP rep Dylan Topham** • Brief presentation to the board providing information on what engagement has currently taken place, early findings and further planned sessions. • Discuss potential focus groups or support groups that could be set up to engagement as work progresses • Draft Communications and engagement Plan, attached - discuss Blacon PIP Comms and Engagement Pl • Next meeting – will focus in detail on our hopes for the future and what we want to improve, also what questions we want to ask the community.

10 12.40 – 12.50	**Communications for Neighbourhood Board – CHAIR** Currently Blacon Pride in Place page on Councils Regeneration website Pride in Place – Proud of Blacon | Cheshire West and Chester Council • Agree on early communications on behalf of the Neighbourhood Board – who and how • Some early ideas on where and how we can communicate with local people about events, feedback and gaining insight to inform development plan • Social Media Protocol, attached – discuss and confirm Social Media Protocol PIP Neighb
11 12.50- 13.00	**Any Other Business (AOB) – CHAIR** • Preparation for short term deliverables "quick wins" options The Chair requests the board give consideration for potential 'quick win' projects for more detailed discussion at the next meeting.
To close	**Agree any immediate communications**
To close	**Proposed Dates of forthcoming meetings, locations TBC** 8 August, 5 September, 3 October, 31 October, 21 November