

**Minutes of the Skegness Neighbourhood Board Meeting
Held on 13 February 2026 at 10:00am
Microsoft Teams**

Present:

Board Members:

Paul McCooney, Chair – Duncan & Toplis
Jacqui Bunce – NHS Integrated Care Board
Dr. Batul Dungarwalla – Lincolnshire CVS
Chris Baron – Former Director of Butlins
Tracey Stringfellow – Heritage Trust of Lincolnshire
Emma Tatlow – Active Lincolnshire
Sara Munton – Deputy PCC, Lincolnshire Police
Claire Foster – Boston College

Advisors & Support Team:

Jon Burgess – East Lindsey District Council (ELDC)
Maria Cotton – ELDC
Michael Dow – ELDC
Luisa Stanney – ELDC
Sandra Watson – ELDC
Michelle Gant – The Engaging People Company

Observers:

Claire Draper – Mellors Group

Summary of Minutes

The Board approved the previous meeting minutes, noted the updated Pride in Place guidance and its governance implications, approved the programme management resourcing model and recruitment arrangements, and endorsed the next steps for Expressions of Interest (EOI). Members also noted the Towns Fund update and agreed a small number of follow-up actions relating to communications, delivery planning and future meeting arrangements.

1 Welcome and Introductions

The Chair welcomed Members to the meeting and confirmed that the meeting was quorate. He also explained that attendance had been streamlined due to the increased sensitivity of discussions relating to project assessment and future delivery of Pride in Place.

2 Apologies

Apologies were received from Steve Lerner, Cllr. Findlay, Marc Jones, Pranali Parikh and Jessie Shorrock from the Greater Lincolnshire Mayor's office.

3 Declarations of Interest

No declarations of interest were raised.

4 Minutes of Previous Meetings & Matters Arising

The minutes of the meetings held on 6 November, and 18 November 2025 were approved as accurate records. No additional matters arising were raised.

Street Scene operatives appointed using Pride in Place funding were noted, with start dates to be confirmed. Members stressed the importance of communicating early successes publicly through PR activity and appropriate branding.

5 Updated Guidance Review

MD presented the updated Pride in Place policy guidance. He outlined the key differences from the former Plan for Neighbourhoods, including a strengthened emphasis on community power, participatory budgeting, structured community involvement and enhanced safety and security interventions. He noted the requirement that 51% of Board Members must live or work within the defined neighbourhood boundary and that Boards reflect local demographics. He also highlighted the expectation that Boards move towards a community-led delivery model by Year 3.

Members discussed the implications for future governance, Board recruitment and engagement with local communities.

The Board noted the updated Pride in Place guidance.

6 Programme Management Support

JB presented the Programme Management and Resourcing Plan, proposing dedicated Programme Manager and Programme Coordinator roles to support the delivery of the Skegness Pride in Place programme. These roles would be shared 50:50 with Mablethorpe. He summarised the four-year cost profile and confirmed HR evaluation work was underway.

Members discussed the importance of visibility, strong engagement skills, community presence and ensuring clear reporting structures. An amendment was agreed to ensure job descriptions refer to making recommendations rather than decisions.

The Board approved the funding model, approved the job descriptions (subject to amendments), agreed recruitment may proceed and confirmed the Chair would join the interview panel.

7 Review of Expressions of Interest Submissions

JB and MD presented the outcome of the EOI assessment process. A total of 27 EOIs were scored against Board-approved criteria including alignment, impact, sustainability, deliverability and value for money. Projects scoring 21 or above were recommended to progress.

MD outlined the proportionality framework, consisting of reduced business justifications, enhanced business justifications and full business cases according to scale, risk and complexity.

Members discussed alignment, the need to avoid duplication, opportunities for collaboration and the importance of sustainability requirements in all templates. An applicant support session was proposed for 25 February.

The Board noted the scoring outcomes and endorsed the assurance routes and next steps.

8 Skegness Towns Fund - Programme Update

JB provided an update on the Towns Fund programme. Overall delivery remained strong, with the foreshore project awaiting Arts Council confirmation. Skegness remained low risk for deliverability and an underspend on the multi-user trail would be brought forward for decision at a later date. The Board noted the Towns Fund update.

9 Any Other Business

Members discussed expectations for the newly appointed Street Scene operatives, stressing the need for a clear monthly work plan. A privately led paddle court proposal was noted.

MC updated Members on the development of a Town of Culture Expression of Interest. The Board also discussed wider place-based alignment across funding streams.

Finally, the Board extended thanks to Sandra Watson for her support over several years.

10 Date of Next Meeting

A scheduling poll will be issued to identify meeting dates up to mid-summer.

ACTIONS LOG

BOARD MEETING	ACTION	TO BE COMPLETED BY
13.02.26	Confirm start dates for Street Scene operatives	Complete
13.02.26	Amend Programme Manager & Coordinator job descriptions to reflect “recommendations” not “decisions”	Complete
13.02.26	Proceed with recruitment for Programme Manager and Programme Coordinator roles	Complete
13.02.26	Develop and deliver early PR activity to communicate initial programme successes	
13.02.26	Prepare and deliver applicant support session for EOI applicants	Complete
13.02.26	Ensure sustainability requirements are embedded in all business case templates	Complete
13.02.26	Develop clear monthly work plan for Street Scene operatives	An update will be brought to the next meeting
13.02.26	Continue development of Town of Culture Expression of Interest	Complete
13.02.26	Issue scheduling poll for meeting dates up to mid-summer	