Minutes of the Skegness Neighbourhood Board Meeting

Held on Tuesday, 01 September 2026 at 2.00pm

Venue: In-person at Tower Gardens Pavillion, 111 Lumley Road, Skegness, PE25 3LZ

Present:

Board Members:
Paul McCooey, Duncan & Toplis (Chair)
Chris Baron – Former Director of Butlins (Theme Lead: Visitor Economy)
Cllr. Adrian Findley – Skegness Town Council (Theme Lead: Town Centre)
Cllr. Danny Brookes – Lincolnshire County Council (Theme Lead: Physical Infrastructure)
Jacqui Bunce – NHS Integrated Care Board (Theme Lead: Health & Wellbeing)
Katie Chapman – Active Lincolnshire (Theme Lead: Health and Wellbeing)
Sophie Harris – Micronclean (Theme Lead: Work & Productivity)
Tracy Stringfellow – Heritage Trust of Lincolnshire (Theme Lead: Heritage)

Advisors & Programme Support:
Bonnie Mitchell – ELDC
Jon Burgess – East Lindsey District Council (ELDC)
Michelle Gant – The Engaging People Company
Saskia Zablockyj – ELDC

Observers:
Kate Ford – Skegness Town Council
Steve Larner – Skegness Town Council

Apologies:
Brad Johnson – East Coast Pride (Theme Lead: Community)
Claire Foster – Kwello Ltd (Theme Lead: Education & Skills)
Cllr Steve Kirk – East Lindsey District Council (Portfolio Holder for Coastal Economy)
Dr Batul Dungarwalla – CVS Lincolnshire (Theme Lead: Community/Voluntary Sector)
James Brindle – Magna Vitae (Theme Lead: Culture)
Maria Cotton – ELDC
Pranali Parikh – ELDC
Richard Tice – MP for Boston & Skegness

Summary of Minutes
The Board reviewed progress on the Skegness Pride in Place Programme, including the provisionally awarded Tower Gardens path renewal and Masterplan projects, the Community Grant Scheme and community engagement activity. The Board supported

the provisional appointment of the independent grant-making organisation to administer the Community Grant Scheme and agreed that Members wishing to join the grant scoring and assessment panel should notify officers ahead of the next meeting. Members also noted progress in establishing the Community Sub-Group, the forthcoming East Coast Pride engagement activity, and the updated actions arising from the meeting.

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1 Welcome and Introductions

The Chair welcomed Members to the meeting and confirmed that the meeting was quorate.

2 Apologies for Absence

Apologies were received from Brad Johnson – East Coast Pride, Claire Foster – Kwello Ltd, Cllr Steve Kirk – East Lindsey District Council, Dr Batul Dungarwalla – CVS Lincolnshire, James Brindle – Magna Vitae, Maria Cotton – ELDC, Pranali Parikh – ELDC and Richard Tice – MP for Boston & Skegness.

3 Declarations of Interest

Cllr. Adrian Findley – Skegness Town Council, Cllr. Danny Brookes – Lincolnshire County Council, Kate Ford – Skegness Town Council and Steve Larner – Skegness Town Council declared interests in the Town Council related projects. No further declarations were received.

4 Minutes of Previous Meeting

The minutes of the previous meeting held on 04 August 2026 were approved as an accurate record. There were no additional matters arising.

5 Call for Projects Update

Steve Larner and Kate Ford, representing Skegness Town Council, provided Members with an overview of the provisionally awarded Tower Gardens projects, comprising the path renewal works and wider Masterplan. It was noted that the Council could seek to obtain a Green Flag status for the Gardens following completion of the works. Members were advised that the proposed resin-bound surfacing and cellular sub-base would provide a durable, permeable and accessible long-term solution, with benefits for drainage, appearance and tree-root protection. The path renewal project was progressing through the Heads of Terms and Grant Agreement process, with works anticipated to commence in March 2027.

In response to Members' questions, it was confirmed that the path works were required due to lifting and cracking, particularly on the centre path and the path to Lumley Road and would improve accessibility and significant long-term usability. Members were advised that Skegness Town Council was using approximately half of its earmarked reserves as match funding and was required to retain an appropriate general reserve. It was also noted that the CCTV and lighting elements could potentially be progressed earlier or alongside the path works, subject to contractor agreements and funding requirements.

Members considered the relationship between the path renewal works and the wider Masterplan. It was confirmed that there was no anticipated risk of newly renewed paths needing to be excavated for future installations. The Board was advised that original ironwork from the gardens had been retained and would be considered as part of the Masterplan design, with community engagement potentially helping to inform how heritage features could be incorporated should the ironworks be suitable and fit for purpose.

Members also received an update on the Tower Gardens Masterplan, which was anticipated to commence in October 2027 and would include enhanced lighting, CCTV, heritage planting, accessible play equipment, inclusive community space and interpreted heritage features. Members were advised that the investment was intended to improve safety, increase visitor numbers, support events and secure the long-term future of Tower Gardens as a key public asset.

In response to questions regarding climate resilience, futureproofing and maintenance, Members were advised that Tower Gardens was a listed garden and that its heritage value was important to retain. The planting would be designed to be attractive, sustainable and resilient in warmer conditions, with a low-maintenance approach and year-round visual interest. It was confirmed that existing staff would continue to maintain the gardens and that £30,000 of revenue funding had been allocated to support maintenance. Maintenance of the Capital assets would be reviewed as part of Skegness Town Council's Capital Programme to ensure efficiencies across programmes.

Members noted that the timing of CCTV and lighting delivery would depend on project management considerations, Council staff capacity, match funding streams and the sequencing of the wider Masterplan, which was less advanced than the path renewal project.

Members discussed the potential impact of works on commercial events held in Tower Gardens. It was confirmed that the garden had been zoned to accommodate event infrastructure in more robust areas, helping to protect refurbished areas and minimise disruption. An agreement with Skegness Town Council and East Lindsey District Council allows for up to six commercial events per year in the Gardens. Any future increase to the commercial events capacity would be subject to discussion with East Lindsey District Council and the new unitary council and would not affect unlimited number of community events of a non-commercial nature.

Members undertook a tour of the Tower Gardens site to gain a better understanding of the proposed projects and their anticipated benefits. In response to a question regarding subcontractors, Members were advised that the contract would permit subcontracting where appropriate. It was noted that early community engagement and communications to promote the project would be required to keep members of the public informed and involved in the projects with a requirement for traditional communications methods such as signs and posters to be displayed on-site.

6 Community Grant Scheme Update

Bonnie Mitchell provided the Board with an update on the Community Grant Scheme. Members welcomed the progress made in developing the scheme, including the procurement of an independent grant-making organisation to administer it. Members raised questions regarding how demand would be managed if take-up was lower than anticipated. Officers advised that the scheme would operate until March 2028, which would help to mitigate any issues arising from lower demand and provide flexibility to extend delivery should demand be high. It was confirmed that the application process would be accessible and that support would be available to applicants wishing to apply.

The Board supported the provisional appointment of the grant-making organisation. It was agreed that any Members interested in joining the grant scoring and assessment panel should notify officers ahead of the next Board meeting, to enable consideration of appointments. Given the community-focused nature of the scheme, it was considered that the role may be particularly suitable for a community theme lead. It was noted that panel members would receive appropriate training, and that the frequency of panel meetings would be confirmed in due course. Jacqui Bunce recommended that a Member residing in Skegness should be included on the panel.

7 Any Other Business

East Coast Pride event – Saturday, 12 September 2026

Members were advised that the East Coast Pride event would shortly be taking place and that officers would be attending to promote the Community Sub-Group and Pride in Place Programme. A stall would be dedicated to Skegness Pride in Place and materials would be handed to members of the public at the high-profile event.

A verbal update was also provided by officers that all five project sponsors had now received Heads of Terms documents and due diligence checks were satisfactory and complete, with the East Coast Pride project entering into a signed Grant Agreement, with payment of year one grant award also complete.

Community Sub-Group Meeting

The Chair provided a verbal update on progress to establish a Community Sub-Group to strengthen community participation and awareness of the Skegness Pride in Place Programme reminding Members to share contact details for community group leaders who could be invited to the Community Sub-Group. It was requested that Saskia Zablockyj circulate the contact template to Members.

It was confirmed that the initial Community Sub-Group meeting would take place on 15 September 2026, from 2.00pm to 4.00pm, at the Storehouse in Skegness.

Officers advised that Lincolnshire CVS had volunteered an asset mapping service to assist with reaching community groups. This was welcomed by the Board. Michelle Gant advised that promotional materials for engagement were in development and would be ready for the East Coast Pride event. Members requested that a copy be shared with the Board. The Chair advised Members that they could also request updates directly from officers on any areas they wish to be more involved in.

Actions Tracker

Members reviewed the action tracker and noted the progress made against outstanding actions. It was confirmed that the Street Scene Operatives' uniforms had been delivered and were in use. It was noted that the Community Grant Scheme specification had been developed and that procurement had been completed.

The initial Community Sub-Group meeting had been arranged with relevant community representatives to be invited, and members would share contacts following the circulation of a template by officers. Promotional material for engagement was in development, and a copy would be circulated to Members for awareness. A Press release relating to the grant awards would be issued shortly, and meetings are scheduled with recipients to further promote the projects and Pride in Place Programme.

8 Date of Next Meeting

The next meeting will be held on Tuesday, 06 October 2026 at 2.00pm, online via Microsoft Teams.

The meeting concluded at 3.39pm.

ACTIONS TRACKER

BOARD MEETING	ACTION	STATUS	RESPONSIBLE
02.06.2026	Street Scene operatives branded uniforms	Complete	BM/AF
03.07.2026	Develop community grant scheme specification (complete) and initiate procurement	Complete	BM
04.08.2026	Arrange initial Community Sub-Group meeting and invite relevant community representatives	Complete	SZ
04.08.2026	Develop community engagement leaflet / one-page summary	In Progress	MG
04.08.2026	Contact and request community group leaders to register interest in the Community Sub-Group	In Progress	All Board Members
01.09.2026	Circulate contact list to Members for the Community Sub-Group	To Do	SZ
01.09.2026	Circulate community engagement leaflet artwork to members	To Do	SZ