

Skegness Pride in Place Neighbourhood Board

Tuesday, 01 September 2026 at 2.00pm

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

Please attend the above meeting at the stated time, date, and location to discuss the items listed on the agenda.

AGENDA

- 1 Welcome and Introductions
- 2 Apologies for Absence
- 3 Declarations of Interest
- 4 Minutes of the Skegness Neighbourhood Board Meeting held on Tuesday, 04 August 2026 (**Enc**).
- 5 Call for Projects Update, presented by SL & KF
- 6 Community Grant Scheme Update, presented by BM
- 7 Any Other Business
 - (a) East Coast Pride event – Saturday, 12 September 2026
 - (b) Community Sub-Group Meeting
 - (c) Action Tracker
- 8 Date of Next Meeting – Tuesday, 06 October 2026 at 2.00pm via Microsoft Teams

Agenda Item 4

Minutes of the Skegness Neighbourhood Board Meeting

Held on Tuesday, 04 August 2026 at 2.00pm

Venue: Online via Microsoft Teams

Present:

Board Members:

Paul McCooey, Duncan & Toplis (Chair)
Jacqui Bunce – NHS Integrated Care Board (Theme Lead: Health & Wellbeing)
Dr Batul Dungarwalla – CVS Lincolnshire (Theme Lead: Community/Voluntary Sector)
Tracy Stringfellow – Heritage Trust of Lincolnshire (Theme Lead: Heritage)
Cllr. Danny Brookes – Lincolnshire County Council (Theme Lead: Physical Infrastructure)
Cllr. Adrian Findley – Skegness Town Council (Theme Lead: Town Centre)
Brad Johnson – East Coast Pride (Theme Lead: Community)
Sophie Harris – Micronclean (Theme Lead: Work & Productivity)
Richard Tice MP – Boston & Skegness

Advisors & Programme Support:

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

Observers:

Steve Lerner – Skegness Town Council

Apologies:

Cllr Steve Kirk – East Lindsey District Council (Portfolio Holder for Coastal Economy)
James Brindle – Magna Vitae (Theme Lead: Culture)
Chris Baron – Former Director of Butlins (Theme Lead: Visitor Economy)
Claire Foster – Kwello Ltd (Theme Lead: Education & Skills)
Katie Chapman – Active Lincolnshire (Theme Lead: Health and Wellbeing)
Maria Cotton – ELDC
Pranali Parikh – ELDC

Summary of Minutes

The Board welcomed Katie Chapman as a voting member. Members received updates on the first Call for Projects, the Community Grant Scheme, the Street Scene Operatives pilot and the Communications and Engagement Plan. Members [REDACTED] approved the proposed Communications and

Engagement Plan. The Board also discussed the potential development of a community focused Sub-Group.

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 Cllr Steve Kirk – East Lindsey District Council (Portfolio Holder for Coastal Economy), James Brindle – Magna Vitae (Theme Lead: Culture), Chris Baron – Former Director of Butlins (Theme Lead: Visitor Economy), Claire Foster – Kwello Ltd (Theme Lead: Education & Skills), Katie Chapman – Active Lincolnshire (Theme Lead: Sports and Leisure), Pranali Parikh – ELDC, and Maria Cotton – ELDC.

3 Declarations of Interest

Brad Johnson declared an interest as a trustee for East Coast Pride and withdrew from the meeting during discussions relating to the respective grant application. No further declarations were received.

4 Minutes of Previous Meeting

The minutes of the previous meeting held on 03 July 2026 were approved as an accurate record, subject to a correction under declarations of interest. Dr. Batul Dungarwalla clarified that her declaration related specifically to a project grant application submitted by Lincolnshire CVS and Everyone Org, not multiple applications as recorded. No further matters arising were raised.

5 Board Membership Update

The Chair advised that Katie Chapman had now joined the Board as the representative for Active Lincolnshire, replacing Emma Tatlow following her resignation and appointment as Chair of the Boston Neighbourhood Board.

6 Pride in Place Programme Update

Call for Projects

The Board received an update from Jon Burgess and Members were advised that all grant applicants had been informed of the outcomes of the first Call for Projects and that successful applicants had received a Heads of Terms document setting out the conditions attached to their provisional grant awards. Work was underway to convert these into formal grant agreements subject to conditional terms being satisfied by the Accountable Body.

The Board noted that discussions had taken place with programme officers and [REDACTED]. Due to the complexity and scale of the proposals, officers and applicants agreed that additional time was required to respond comprehensively to the Board's requests for further information. An update would therefore be presented at the 1 September 2026 Board meeting.

Members were advised that a summary of the technical appraisal feedback had been provided to unsuccessful applicants upon request. Officers confirmed that satisfactory clarification had been sought from the third-party assessor regarding applicant engagement during the assessment process.

Members recalled that at the previous meeting the [REDACTED] grant application was provisionally approved subject to the Board agreeing a revised tapered funding profile for years 2-4, to encourage long-term event sustainability.

[REDACTED]
[REDACTED] Members approved the revised proposal and recognised that the reduced profile demonstrated a commitment to securing additional sponsorship and other income sources over time.

Community Grant Scheme

The Board were updated by Bonnie Mitchell, noting that the specification for procurement had now been completed and was awaiting final procurement advice before being issued to market. Members once again discussed the importance of ensuring the scheme complemented rather than duplicated existing funding opportunities. Concerns were raised regarding how smaller community groups would be identified and supported, particularly those less experienced in accessing grant funding. Officers confirmed that the specification required applicants to demonstrate how they would promote the scheme, engage with community groups and maintain a simple and accessible application process.

Dr Batul Dungarwalla welcomed progress and reiterated Lincolnshire CVS's willingness to support groups requiring assistance with applications. Officers confirmed that details of the scheme would be shared with the Board and promoted widely through communication channels and future publicity activity.

Street Scene Operatives Scheme

The Board noted the positive report provided within the agenda papers. Members welcomed the visible improvements achieved by the operatives and recognised the positive impact the scheme was having within the town centre.

Steve Larner highlighted the importance of ensuring that all works were undertaken with the appropriate permissions and landowner approvals to avoid any unintended consequences. Members agreed this was a sensible consideration.

The Chair also noted positive feedback previously received from Cllr. Adrian Findley regarding the quality of work being delivered. Members agreed that monitoring should continue throughout the pilot period to inform future funding decisions.

7 Communications and Engagement Plan

The Board received a presentation from Michelle Gant for the communication and engagement plan. Members noted that the strategy provided a framework for communications, community engagement, branding and project promotion over the coming year, supported by a communications toolkit for funded projects.

Members discussed the importance of diversifying communication methods and ensuring that engagement activity reached different audiences, including young people and those not typically engaged through traditional channels. Suggestions included increased use of video content, social media platforms beyond Facebook, youth-led content creation, stronger links with colleges and schools, and greater use of visual storytelling.

The Board also discussed opportunities for project promotion through signage, public displays and other visible town-centre communications to increase awareness of Pride in Place investment and outcomes. Members emphasised the importance of ensuring funded projects actively contributed to communications activity and provided visual content to support promotion.

Members further discussed the need to measure engagement effectiveness and adapt communication approaches where necessary to maximise reach and impact. Michelle Gant confirmed that monitoring and evaluation would be embedded within the strategy. The Board approved the Communications and Engagement Plan and proposed frequency of updates to the Board.

8 Community Sub-Group

The Chair provided a verbal update on proposals to establish a Community Sub-Group to strengthen community participation and help shape future programme activity. Members noted that government guidance continued to place increasing emphasis on community-led approaches and meaningful resident involvement.

The proposed sub-group would bring together community organisations, grassroots groups, charities and residents from across Skegness to provide input into programme development, future funding priorities and local engagement activity. Members agreed that broad representation would be essential and encouraged Board Members to identify individuals and organisations with strong community connections.

Discussion also focused on the importance of reaching groups whose voices are not traditionally heard, providing clear feedback loops following engagement activity and ensuring the community can see how their views influence decision-making. Members welcomed proposals to develop a simple Pride in Place information leaflet and update the existing stakeholder mapping exercise to support recruitment.

The Chair advised that a date for an initial Community Sub-Group meeting would be sought for September 2026.

9 Any Other Business

Mablethorpe Pride in Place Programme

Jon Burgess advised that good progress was being made in establishing the Mablethorpe Neighbourhood Board. Jacqueline Robinson had been appointed Chair and recruitment of a Board was to be led by the Chair with the support of the Accountable Body. Members noted opportunities for future collaboration and shared learning between both Boards.

Local Government Reorganisation

Members received an update on the Government's preferred structure for Local Government Reorganisation within Greater Lincolnshire. Officers advised that while Accountable Body arrangements would ultimately transfer to the new authority structure, Pride in Place decision-making would continue to be led by local Neighbourhood Boards.

Members discussed potential risks associated with organisational change, including impacts on staffing capacity, grant payments and programme delivery. It was agreed that Local Government Reorganisation should be added to the programme risk register and monitored by the Board. Members also noted potential opportunities for closer collaboration with other Pride in Place and Town Board programmes operating within the future unitary authority area.

Actions Tracker

Members reviewed the action tracker and noted progress against outstanding actions. The Communications and Engagement Plan had now been completed and approved. Recruitment to the Coastal Tourism Officer role had also been successfully completed, with a formal introduction to be provided in due course.

The Board received an update regarding branded uniforms for the Street Scene Operatives. Officers confirmed that follow-up enquiries were ongoing and would continue until confirmation was received that the uniforms had been delivered. The Board expressed continued frustration at the lack of communication regarding the branding of the uniforms.

10 Date of Next Meeting

The next meeting will be held on Tuesday, 01 September 2026 at 2.00pm, in-person at Tower Gardens Pavilion, Skegness.

The meeting concluded at 3.19pm.

ACTIONS TRACKER

BOARD MEETING	ACTION	STATUS	RESPONSIBLE
02.06.2026	Develop and deliver PR activity and communications plan	Complete	MG & BM
02.06.2026	Develop clear monthly work plan for Street Scene operatives	Complete	JB / CB / AF
02.06.2026	Street Scene operatives branded uniforms	In Progress	BM/AF
03.07.2026	Complete onboarding process for new member	Complete	SZ / BM
03.07.2026	Communicate funding bid outcomes to grant applicants subject to additional Focus checks	Complete	BM
03.07.2026	Develop community grant scheme specification (complete) and initiate procurement	To do	BM
03.07.2026	Circulate Destination Management Plan to Board	Complete	BM
03.07.2026	Circulate Destination Coastal Tourism Officer vacancy to Board	Complete	BM
04.08.2026	Arrange initial Community Sub-Group meeting and invite relevant community representatives	In Progress	SZ
04.08.2026	Develop community engagement leaflet / one-page summary	To Do	MG
04.08.2026	Contact and request community group leaders to register interest for the Community Sub-Group	To Do	All Board Members

Agenda Item 6

Skegness Neighbourhood Board Meeting

01 September 2026

Community Grant Scheme Update

1.0 Purpose of Report

- 1.1 To provide an update to the Skegness Neighbourhood Board on the Community Grant scheme.

2.0 This paper recommends that the Skegness Neighbourhood Board:

1. Note the Community Grant scheme update, as at 3.2 of this report.
2. Consider and agree a Board member to sit on the grant scoring and assessment panel as at 3.7 of this report.

3.0 Community Grant Scheme

- 3.1 The Board will recall that, at the meeting held on 04 August 2026, Members received an update relating to the development and procurement of a Community Grant Scheme to support smaller, community-led initiatives within the Skegness Pride in Place boundary.

- 3.2 Officers have since progressed this work and a specification for the commissioning of an appropriately experienced independent grant-making organisation to administer the scheme was issued to market early August 2026.

- 3.3 [REDACTED]
[REDACTED]
[REDACTED]. Following completion of the scoring and evaluation process, the contract will be awarded to the contractor deemed to have best met the requirements of the commission and procurement exercise.

- 3.4 The appointed grant-maker will manage the grants panel process. The grant-maker will provide guidance on confidentiality, conflicts of interest processes, roles and responsibilities. The panel will include a minimum of five members, with representation from the community and voluntary sector, the Skegness Neighbourhood Board and the Accountable Body.

- 3.5 A nominated Board representative will be required to sit on the grant scoring and assessment panel alongside the independent grant make and other appropriate panel members recruited by the grant-maker. This will provide appropriate Board oversight and transparency throughout the grant allocation process, while

ensuring that funding decisions remain aligned with the objectives and priorities of the community grant scheme.

- 3.6 The nominated representative will participate fully in the assessment and scoring process and, alongside the independent grant maker and other panel members, will be responsible for determining which eligible organisations should receive funding, based on the agreed assessment criteria and available funding.
- 3.7 It is proposed that the Board nominate one member to sit on the grant scoring and assessment panel. Further details regarding the panel arrangements, role and requirements will be shared following the appointment of the independent grant-maker.