

Pride In Place Bootle South Neighbourhood Board Meeting

MINUTES

DATE: Friday 4th September 2026

TIME: 1.00 pm

VENUE: Kingsley & Co, The Strand Shopping Centre, 329 Stanley Rd, Bootle, L20 3EH

STATUS: Draft, for agreement at next meeting

In attendance

Voting members:

Dave Smith (Independent Chair)	Veterans in Sefton
Peter Dowd	MP (Bootle)
Jim Brett	Independence Initiative
Jane Dawe	Safe Regeneration
Kate Jameson	Community by Nature
Mathieu Kapasi	The Congolese Association of Merseyside
Christopher Lander	Local resident
Claire Morgans	Y Kids and Kingsley & Co
Maria Porter	Councillor, Bootle East
Anna Roderick	Local business owner
Rachel Stead	South Sefton Primary Care Network

Non-voting observers:

N/A

Managing Agent and secretariat function (Sefton CVS) - non-voting:

Stuart McGrory	Programme Manager
Joe McNulty	Project Manager (minutes)
Lauren Jones	Community Engagement and Project Officer

Item No.	Agenda Item	Decision / Action
1.	Welcome, introductions and opening remarks The Chair welcomed members, thanked them for their involvement, and expressed his enthusiasm for Pride in Place and commitment to the Neighbourhood Board. Members and officers introduced themselves.	N/A
2.	Apologies for absence Apologies for absence were received from: John Billington (Hugh Baird College)	N/A

	• Cllr Jim Conalty (Councillor, Bootle West) • Carol Lowery (Local resident, volunteer at St Leonard's) • Margy Robinson (Sefton Opera and local resident) • Andrea Watts (Sefton Council) - non-voting observer	
3.	Declarations of interest SMc confirmed that all Board members had returned Declaration of Interests forms, with one exception (MK). No further conflicts of interest were declared beyond those already noted in DOI forms. SMc confirmed that no planned business was anticipated to lead to any conflicts of interest.	MK to submit DOI form
4.	Minutes of the last meeting and matters arising The minutes of the previous meeting were reviewed. All actions were confirmed as complete with the exception of one outstanding member biography and one DOI form. It was noted that A Watts is currently progressing Chair remuneration through council. Members noted that promotional banners had arrived too late for some intended uses, but this had been beyond our control. Matters arising are covered under individual agenda items. The minutes were agreed as an accurate record - proposed JBr, seconded CM.	Minutes approved SMc to confirm precise location of next meeting of (Hugh Baird, Balliol building)
5.	Terms of Reference – suggested revisions The Board considered proposed revisions to the Terms of Reference, which had been circulated to members in advance. Amendments included: • Additional detail concerning the role of the MP and the Local Authority, including its legal and financial responsibility as Accountable Body. • The Board's commitment to the principle of subsidiarity in decision-making. • Clarification of the Managing Agent's role in supporting the Board as the decision-making body, working in accordance with the Board's strategic direction and decisions, while remaining accountable to the Local Authority for its contractual, financial and legal responsibilities. • Minor amendments to stage 2 of the Conflict Resolution Procedure and Media & Public Statements. The revised Terms of Reference were agreed by all present - proposed RS, seconded JD.	Revised Terms of Reference agreed
6.	Deputy Chair	No further action at this stage

	The Board noted that the appointment of a Deputy Chair would not be progressed at this stage. This will be revisited in the future once the Board is more mature as a group.	
7.	MHCLG Governance and Boundary submission approval The Board noted that MHCLG had approved the governance arrangements and requested change to the Bootle South PIPP area, as per the proposal agreed at the previous meeting. Members welcomed this news.	Online boundary map to be amended
8.	Finance update The Board received an update on MHCLG approval processes, expenditure deadlines and flexibility available within the programme funding profile. Members noted MHCLG confirmation that unspent funding can be carried forward, so long as it is spent in the relevant investment period for which it was committed – the first period being the four financial years, 2026/27 to 2029/30. Members further noted MHCLG confirmation that expenditure on agreed ‘quick-win’ projects may proceed in the current financial year, prior to formal approval of the PIPP plan, provided they are approved through appropriate governance processes, linked to evidenced community need, and compliant with relevant legal requirements. It was reported that total available funding to March 2027 was £541,066, with the capital/revenue split as per the circulated spreadsheet. All funding has now been paid to the council by MHCLG. £401,066 remains available following committed expenditure, however it was noted that Sefton Council may incur modest costs in its role as Accountable Body, though this is not yet confirmed. PD confirmed that discussions with MHCLG regarding the capital/revenue split (currently 63/37) remained ongoing. A summary of managing agent expenditure to date was provided, which was noted as being close to forecast.	SMc to confirm Accountable Body costs with AW.
9.	Quick-win projects – ideas and proposals The Chair referred to papers received from CM and JD outlining proposals for potential ‘quick-win’ projects, following initial discussions at the previous meeting. He also referred to subsequent follow-up undertaken with the council to further investigate the issues and ascertain what is already in place. CM briefly explained the proposed investment themes outlined in her paper (as previously circulated), noting that they were based on recent feedback from Bootle residents. These included community-led environmental improvements, youth engagement, litter reduction, public realm activity and opportunities to involve local organisations and residents. JD’s more recent paper (not yet circulated) was also noted as focusing on broadly similar themes.	Agenda item to be added to 23 October Away Day SMc/DS to plan Away Day – to include consideration of independent facilitation and identification of relevant partners to invite to support discussions.

	Members noted the importance of aligning proposals with existing activity, community need and potential partnership opportunities. In line with the Chair's proposal, members agreed that further work was required to develop proposals in a coordinated manner, including more detailed consideration at the forthcoming Away Day. It was also noted that appropriate funding routes would need to be determined and key processes established prior to commitment of any expenditure. Key considerations include decision-making processes concerning allocation of funding, procurement, subsidy control and other legal requirements.	Any other quick-win ideas/proposals to be submitted to DS and SMc prior to Away Day.
10.	Community engagement update The Board received an update on extensive community engagement and consultation activity undertaken over the summer months. This included stakeholder mapping, review of recent consultation data, targeted Pride in Place engagement, attendance at local events, focus groups, voluntary, community and faith (VCF) sector activity, including consultation grants, business engagement through Invest Sefton, and engagement with local schools. Members noted that both online and paper surveys had been used, alongside a shorter questionnaire to maximise participation. Initial findings indicated strong levels of engagement, although further work was required to improve representation across the full geographical area and to reach groups that had been less well represented, including people facing language, literacy, accessibility, homelessness or substance misuse barriers. The Board also received a comprehensive summary of the preliminary data and findings from the various consultation and engagement exercises. It was noted that some emerging themes echoed those identified in the earlier 'quick-win' discussions. It was noted that further work would be undertaken to deduplicate, analyse and present the data, and that updated slides would be shared with members by the end of the month. Members discussed how headline engagement findings could be shared publicly through online channels once the data had been further reviewed, refined and presented appropriately.	Continue targeted engagement to address identified gaps – both in the immediate and longer-term Share engagement and data slides with Board members by end of September Prepare headline consultation findings for online publication once agreed Post basic holding updates on social media accounts in advance of publishing findings
11.	Development of Pride in Place Plan (10-year Vision) The Board received a summary of recently published MHCLG guidance on developing the 10-year Vision, including specific requirements and the recommended structure for the plan. It was noted that the 10-year Vision is currently expected to make up the bulk of the published plan and that further MHCLG guidance on	

	requirements for the four-year investment plan was expected to be published in the coming weeks. The Board discussed the development of the plan, noting that the consultation findings and outcomes of the October Away Day would be crucial in shaping the plan. Further discussion took place regarding the capital/ revenue split and how it significantly affects the investment plan. It was noted that whilst a higher revenue allocation might be preferred, we need to plan within current parameters. PD will continue discussions at a central government level.																						
12.	Any Other Business JD requested the use of shared document links (e.g. Google drive) rather than circulating file attachments by email. It was suggested that videos produced by VCF organisations through the small grants programme could be shown at the forthcoming Away Day.	SMc/JMc to action for future document circulation. DS/ SMc to consider																					
13.	Future meetings <table> <thead> <tr> <th><u>Month</u></th><th><u>Date & time</u></th><th><u>Venue</u></th></tr> </thead> <tbody> <tr> <td>October</td><td>Friday 23rd, 9.30am – 4.30 pm</td><td>Hugh Baird College, Balliol Centre</td></tr> <tr> <td>November</td><td>Friday 20th, 11am – 1pm</td><td>St Leonard's - TBC</td></tr> <tr> <td colspan="3"><u>To be confirmed</u> – as necessary, depending on government response timescale</td></tr> <tr> <td>January</td><td>Friday 22nd, 11am – 1pm</td><td><i>Bootle Town Hall booked, if nec.</i></td></tr> <tr> <td>February</td><td>Friday 26th, 11am – 1pm</td><td>South Sefton PCN – address TBC</td></tr> <tr> <td>March</td><td>Friday 19th, 11am – 1pm</td><td><i>Bootle Town Hall booked, if nec.</i></td></tr> </tbody> </table>		<u>Month</u>	<u>Date & time</u>	<u>Venue</u>	October	Friday 23 rd , 9.30am – 4.30 pm	Hugh Baird College, Balliol Centre	November	Friday 20 th , 11am – 1pm	St Leonard's - TBC	<u>To be confirmed</u> – as necessary, depending on government response timescale			January	Friday 22 nd , 11am – 1pm	<i>Bootle Town Hall booked, if nec.</i>	February	Friday 26 th , 11am – 1pm	South Sefton PCN – address TBC	March	Friday 19 th , 11am – 1pm	<i>Bootle Town Hall booked, if nec.</i>
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