Pride In Place Bootle South

Neighbourhood Board Meeting

MINUTES

DATE: Friday 10th July 2026

TIME: 3.30 pm

VENUE: Committee Room, Bootle Town Hall

STATUS: **Draft minutes for agreement**

In attendance

Voting members:

Dave Smith (Independent Chair)	Veterans in Sefton
James Roberts	Senior Parliamentary Assistant to Peter Dowd MP
Jim Brett	Independence Initiative
Cllr Jim Conalty	Councillor for Bootle West (Linacre)
Jane Dawe	Safe Regeneration
Kate Jameson	Community by Nature
Christopher Lander	Local resident
Carol Lowery	Local resident, volunteer St Leonard’s
Claire Morgans	Y Kids and Kingsley & Co
Margy Robinson	Sefton Opera and local resident
Anna Roderick	Local small business owner
Rachel Stead	South Sefton Primary Care Network

Non-voting observers:

Andrea Watts	Executive Director (Operations & Partnerships), Sefton Council

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 and introductions** The Chair welcomed attendees to the first Pride in Place Bootle South Neighbourhood Board meeting and thanked them for their commitment to helping to drive this important programme forward. Members and officers introduced themselves and outlined their connection to the Bootle South area, local organisations, community activity and the PiP programme.	N/A

	Introductions were received from Board members, whose makeup includes local residents, a business owner, councillors, community and voluntary sector organisations, health and education partners, with support from Sefton CVS as Managing Agent and the Local Authority as Accountable Body for the programme.	
2.	**Apologies for absence** Apologies for absence were received from: • Peter Dowd MP (James Roberts attending in place) • Maria Porter (Councillor, Bootle East) • John Billington (Hugh Baird College) • Mathieu Kapasi (The Congolese Association of Merseyside) Housekeeping arrangements, including mobile phones and fire evacuation procedures, were noted. Members were reminded to provide a short biography and photograph for online publication on the programme's website. It was noted that support was available from the programme management team where necessary.	All Board members to liaise with SMc
3.	**Pride in Place summary** The Board received an overview of the Pride in Place programme and its purpose in developing a ten-year plan for the Bootle South area. It was noted that consultation, community engagement and data would inform the development of the plan. Members discussed the importance of a round-table approach and agreed that future meetings should, where possible, take place in different neighbourhood venues, including those connected to Board members. Officers confirmed that dates and potential host venues would be circulated in due course.	N/A
4.	**Terms of Reference and expectations of Board members** The Board considered the Terms of Reference and Code of Conduct. Members were asked to reflect on the role and responsibilities of the Deputy Chair and to provide views on how that position should operate and be appointed. Members were content with the Terms of Reference, in principle, subject to having further time to read and fully understand the document before formal adoption at the next meeting.	Unanimously agreed in principle, for formal adoption at next meeting
5.	**Conflicts / Declarations of Interest policy** The Board received a summary explanation of the Conflict of Interests Policy, noting that the Declaration of Interests form would be circulated for completion and return. Members were content with the policy. Members discussed the importance of transparency, including in relation to community activism, community activity and non-pecuniary interests. It was noted that any queries about what should or should not be declared should be directed to the Chair or Programme Manager.	Policy unanimously agreed All Board members to return D.O.I. form to SMc

6.	**Expenses policy** The Board considered the Expenses policy presented. Members were content with the policy. It was noted that HMRC car mileage rate had recently risen to 55p. Any members with travel expenses to claim for this meeting were advised to contact the management team.	Policy unanimously agreed Policy to be updated
7.	**Proposed remuneration of Chair** The Chair left the room for this item. In the absence of an appointed Deputy, SMc temporarily stepped in as Acting Chair for this agenda item. The Board considered a proposal for remuneration of the role of Chair. A payment of £5,000 per annum was proposed for which it was confirmed that provision had been made within the budget. It was further noted that the proposed amount was commensurate with that of a Councillor undertaking the role of Overview and Scrutiny Committee chair at the council and was reflective of the significant amount of time required to adequately fulfil the duties of the role. The Board approved the proposal for 2026/27, subject to annual review. Andrea Watts agreed to arrange payment through Sefton Council. Discussion took place on whether future arrangements should be linked to the Council's Members' Allowances Scheme or other relevant remuneration framework. This will be discussed as part of the first annual review. Members also questioned whether the role of Deputy Chair remuneration had been considered and whether this would be appropriate. It was noted that in drawing a parallel to local authority processes, it is not normal practice to remunerate Deputy Chairs of any committees or Boards.	Proposal unanimously agreed, subject to annual review AW to arrange payment through Sefton Council
8.	**Bootle South PiP area boundary - proposed changes** The Board considered proposed changes to the Bootle South Pride in Place area boundary. It was noted that the proposed changes required central government approval via a formal change request process but first required the agreement of the Board. It was explained that the existing default boundary had been based on government-designated geography, underpinned by official statistics relating to deprivation in terms of social and economic outcomes.	Proposal to request boundary change unanimously agreed AW to submit area boundary change request to MHCLG

	However, it was noted that concerns had been raised by Peter Dowd MP that the area did not fully reflect the communities and neighbourhoods that should benefit from the programme. Members discussed the proposed revised boundary, including the rationale for the change, including the residential areas, parks and community facilities it captures. Particular points of note included: • Almost half of the default area is uninhabited industrial dockland. • Within the proposed MHCLG boundary, several natural communities were currently split, with some parts included in the default area and others not. • Nearby pockets of disadvantage were currently excluded that it would be advantageous to include. The Board unanimously approved the proposed changes to the boundary and delegated authority to Andrea Watts, in conjunction with Peter Dowd MP's office, to submit the formal change request to MHCLG by the 17 July deadline.	
9.	**Year-1 over-arching delivery plan & budget** The Board received an overview of the Year-1 delivery plan and budget and progress made to date. It was reported that local assets had been comprehensively mapped (referring members to the online map) and that community consultation and engagement activity was well underway, set to continue over the summer. Following the September Board meeting, a full-day Board planning event is planned for 23 October to consider key investment themes and support development of the plan ahead of its submission to MHCLG by 30 November. The Board noted the 'capacity' funding devolved to Sefton CVS for 2026/27 in respect of its Managing Agent role. This funding supports the establishment and servicing of the Board, extensive community engagement, and development of the investment plan. Attention was drawn to the budget spreadsheet provided. It was also noted that alongside the Year-zero capacity funding, additional funding is available for Year-1 (2026/27) delivery, as indicated in the funding profile provided in the briefing slides. Members discussed opportunities for potential quick wins, the timing of MHCLG investment plan approval, and the need for clarification on the ability to move funds between financial years. A key issue was raised concerning the need for MHCLG approval of the investment plan prior to commencing activities and incurring expenditure, and that the likely timescale for this decision left little time for activity/ spend before the end of the financial year.	

	Current understanding was confirmed as being that underspend could be carried forward to next financial year, and potentially further, so long as it was spent in the relevant investment period (the first investment period being 4 years, 2026/27 to 2029/30). However, this requires definitive clarification with MHCLG. The general consensus was that some quick wins would be desirable from the point of view of the local community seeing visible early progress. However, members recognised the need to operate within MHCLG processes and timescales. Members also discussed the current 63% / 37% split between capital and revenue funding. It was noted that community organisations need revenue support as well as capital investment, often more urgently in the current funding climate, and that funding flexibility would be important. It was reported that Peter Dowd MP was lobbying for greater flexibility in this regard.	SMc to seek MHCLG clarification on Year-1 activity & expenditure timescales
10.	**Consultation & engagement plan** The Board received a presentation on the consultation and engagement plan, including progress made to date in engaging with relevant stakeholders, and the need to reach a substantial and diverse cross section of residents through a variety of channels. Lively and supportive discussion ensued. Members were asked to advise the programme management team of relevant events and opportunities for engagement within their organisations and networks. Members were also invited to support any of the planned summer events and activities, where possible. It was noted that survey materials, shorter engagement questions, posters, QR codes, leaflets, digital displays, websites, libraries, GP surgeries and other community locations would be used to promote participation. Members discussed the importance of and strategies for inclusive and accessible engagement, clear messaging and practical support for residents who may find the full questionnaire difficult to complete, including offline alternatives for those without internet access. It was confirmed that alternative offline approaches are already in place, including the recent allocation of £13,600 to 15 local community organisations to consult with their respective communities/ client groups, and other creative approaches, including engagement with local schools and summer events. Board members agreed to share information through their own communication channels and networks, with some generous individual offers of support made.	LJ to follow up with individual members regarding offers of support, including purchasing vinyl banners for display outside local buildings

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<td>11.</td>
<td>Future meetings
The Board discussed arrangements for future meetings. Members were invited to offer to host meetings, subject to venues being accessible and suitable. Officers confirmed that guidance would be circulated.

The following provisional meeting dates were noted, with venues to be confirmed:

<table>
<tr><th><u>Month</u></th><th><u>Date & time</u></th><th><u>Venue</u></th></tr>
<tr><td>September</td><td>Friday 4th, 1-3pm</td><td>TBC</td></tr>
<tr><td>October</td><td>Friday 23rd, all day, 9.30am – 4.30pm</td><td>TBC</td></tr>
<tr><td>November</td><td>Friday 13th or 20th (TBC), 11am – 1pm</td><td>TBC</td></tr>
<tr><td colspan="3"><u>To be confirmed</u> – as necessary, to fit MHCLG response timescale</td></tr>
<tr><td>January</td><td>Friday 15th or 22nd (TBC), 11am – 1pm</td><td>TBC</td></tr>
<tr><td>February</td><td>Friday 12th or 26th (TBC), 11am – 1pm</td><td>TBC</td></tr>
<tr><td>March</td><td>Friday 12th or 19th (TBC), 11am – 1pm</td><td>TBC</td></tr>
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Unconfirmed dates will be agreed and communicated to members shortly.</td>
<td>Members interested in hosting a meeting to liaise with SMc

Members to reserve all provisional dates/ times in their diaries

SMc to agree dates/ times with the Chair and confirm to members asap</td>
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