

Canvey Pride In Place – Board Meeting - Notes

Wednesday 25 November 2025

Teams Call

1000-1200

Attended:

Kate Willard	Board Interim Chair
Ian Butt	Director – Place & Communities CPBC
Tracy Harris	Board CAVS
Amanda Parrott	Assistant Director – Climate & Growth CPBC
Kate Wilde	Senior Communications Officer CPBC
Rebecca Harris MP	Board MP for Castle Point
Frances Moffatt-Kouadio	Strategic Investment Director – Thames Estuary Growth Board
Cllr Dave Blackwell	Board Leader – CPBC
Greg Myddelton	Board (sub) Strategic Head of Partnerships and Delivery – PFCC
Steve Bish	Board Essex Schools Sports Development Officer
Caroline McCarron	Board NHS Mid and South Essex Integrated Care Board
Peter Tassell	Board Local Businessman
Thea Bearman	Board Thames Estuary Festival
Mark Spriggs	Officer CPBC
Russell Dolton	Advisor to the Board
Katie Leney	Officer CPBC
Clair Earrey	Executive Assistant CPBC

Apologies:

Cllr Lee Scott	ECC
Alex Hawkins	Yellow Door – Canvey Island Youth Project
Angela Hutchings	Chief Executive CPBC

Did Not Attend:

Chas Mumford	Local Resident
Larry Fentiman	Inner London Group – Inward Investor
Steve Durkin	Head Teacher Castle View School
Rev Marrion Walford	Reverend Parish of Canvey Island
Derek Gray	Local Businessman
Joel Friedman	Canvey Jewish Trust
Elaine De Can	Canvey Island Town Council
Roger Hirst	PFCC

Meeting opened at 10.02 by KW

The Chair noted group mailing list confusion and apologised for some Board Members not receiving emails. CE resent all meeting documentation during the call and all confirmed receipt.

Summary of actions from last meeting:

- Photos and videos were taken during the walk with Third Nature
- FMK inward investment presentation will be presented at the meeting of 04.12.2025
- SB CE shared engagement document to the board via email.
- SB spoke through the Transformation Youth Board concept, will put the concept to Schools, all agreed. Would like kids to attend the January meeting – possibility, followed by an article.
Possible photos and branded T-shirts

• **Submission Documents**

The Chair thanked the team for the work on the submission documents, noting that the plan is professional, human, clever and clear.

The Board were asked to consider and approve:

- The 10 Year Regeneration Plan

The Regeneration & Investment plans were shared to the Board yesterday. AP provided an overview of the documentation and talked through the content whilst sharing them on the screen, explaining the requirement of what needs to be provided as part of the submission to MHCLG.

Following discussion, some suggested edits were requested to a number of photos in the document.

Final input and feedback was requested by the Board by 5pm tomorrow.

KW proposed to the board that she is delegated to accept any final amendments which arise between now and the submission deadline. This was AGREED by the Board.

The Board were asked to consider and approve:

- 4 Year Investment Plan

AP explained the DELTA government system of reporting. She shared the 4 Year Investment Plan on screen and talked through each section. The Board discussed and suggested a need to better cross reference projects within the document and the addition of key words to strengthen the message.

AP explained that the Investment Plan is heavy on revenue funding in first year (at an overspend initially) and capital funding falling later in the plan as these projects tend to take longer to come to fruition. There will be a strong requirement for match funding to complete projects. Important to have engagement funding available.

AP explained that no off-menu interventions have been included in the first 4 years but, management costs have been included to cover employed positions to ensure adequate support is in place. The 4% maximum will lead to pressure for comms and finance support. AP explained that at this stage details of delivery of projects are high level.

Final input and feedback was requested by the Board by 1pm tomorrow.

KW proposed to the board that she is delegated to accept any final amendments which arise between now and the submission deadline. This was AGREED by the Board.

- **Desire Lines**

The Chair updated that Third Nature will be returning on 04.12.2025 for the board meeting to present their work on the Desire Lines brief.

- **Communications**

KW discussed the proposed communications plan. Noting that this a long term project where there will be a need to provide regular updates to keep the community engaged and up to date. The Board discussed potential content items including; The Youth Board, Proposal to share PiP Best Practice with other Neighbourhood Board in the wider area.

ACTION: CE to hold documents discussed in this meeting to share as one update

- **Chair Recruitment**

The Chair explained that she has completed the final recruitment pack, using the original template, will send out an updated version next week. The intention is to advertise the position before Christmas, with interviews held at the end of January. There was a discussion about the need to possibly recruit more Board members to fill any gaps in coverage.

ACTION: KW to distribute recruitment pack via CE

- **Board Dates**

The Chair will send out proposed schedule, looking at 05.02.2026 Teams and 05.03.2026 In person with the new chair.

ACTION: KW to send proposed Board Dates for 2026 via CE

- **AOB**

LW is scheduled to present an overview of Governance and Finance requirements in terms of the programme at the meeting on 18.12.2025

Regen doc feedback deadline 1700 today

Investment plan feedback deadline 1300 tomorrow

Meeting concluded 11.10