MEETING OF THE CANVEY ISLAND NEIGHBOURHOOD BOARD

Date:	16th October 2026	**Time:**	10am

INVITEES		
Name	**Role**	**Organisation**
BOARD MEMBERS		
Steve Bish	Chair	Castle Point and Rochford School Sports Partnership
Cllr David Blackwell	Leader of Castle Point Borough Council	Castle Point Borough Council
Dame Rebecca Harris	Member of Parliament	Member of Parliament, Castle Point
Elaine De Can	Town Clerk	Canvey Town Council
Rev. Marion Walford	Reverand, Parish of Canvey Island	Church of England, Parish of Canvey Island
Alex Hawkins	CEO, Yellow Door	Yellow Door, Canvey Island
Tracy Harris	CEO, CAVS	Castle Point Association of Voluntary Services
Thea Behrman	CEO, Estuary Festival	Estuary Festival
Cllr Kevin Bellamy	Cabinet Member for Housing, Planning and Regeneration	Essex County Council
Greg Myddleton	Police Fire and Crime Commissioner, Essex	Essex Police
Peter Tassell	CEO, PYT Restaurants	PYT Restaurants
Derek Gray	CEO, Monaco Leisure	Monaco Leisure
Larry Fentiman	CEO, Inner London Group	Inner London Group
Jennifer Speller	Associate Director of Neighborhood Health	NHS
External Attendees		

LOCAL AUTHORITY REPRESENTATIVES		
Amanda Parott	Assistant Director – Climate and Growth	Castle Point Borough Council
Emily Nicholls	Regeneration officer – Pride in Place	Castle Point Borough Council
Katie Leney	Regeneration Officer	Castle Point Borough Council
Apologies Received		
Ian Butt	Director of Place and Communities	Castle Point Borough Council
Mark Spriggs	Economic Development and Regeneration Manager	Castle Point Borough Council

ITEM	TITLE	LEAD
1.	**Welcome and Apologies**	SB
2.	**Declarations of Interest**	SB
3.	**Approval of previous meeting minutes**	SB
4.	**Matters Arising and Action tracker**	SB
5.	**Launch event budget update (Report)**	MS
6.	**Board expansion (Report)**	MS
7.	**Monitoring report (Report)**	MS/EN
8.	**Sub Groups update (Verbal)**	EN
9.	**Town Centre regeneration (Report)**	KL
10.	**A.O.B** i) Expression of interest for projects (SB)	ALL

Action	Meeting Date	Owner	Status
AP to discuss Knightswick leases with CPBC Asset Team and whether they are willing to bring conversations forward.	17 April 2026	AP	**Ongoing.** Update to be given at October's Board meeting.
Bring back a high-level overview of Town Centre Improvements in May/June meetings.	17 April 2026	AP/MS	**Ongoing.** Update to be given at October's Board meeting.

Bring Desire Lines discussion to the next meeting to think of a bigger picture.	17 April 2026	AP/MS	**Ongoing.** Update to be given at October's Board meeting.
Commission a 4-year communications plan to manage long term message of legacy.	17 April 2026	KW	**Ongoing.** Specification has been started. Update at October's meeting
To share information on the Essex County Council 100-day plan, when received.	22 May 2026	AP	**Ongoing.**. RD – Highstreet task force, workshop being put together currently. Funding has been secured for an education programme focused on improving employability skills among Key Stage 2 pupils
Develop a standardised approach for collecting project information and reporting outcomes, particularly for revenue funded projects, to ensure consistency, transparency and effective monitoring of delivery and impact.	17 July 2026	MS	**Open.**
To arrange feedback from Headteachers on pupil habits, attendance and the project's impact on the Active Best Start Canvey before members decide.	17 July 2026	SB (Chair)	**Open**
Culture and Creative Industries to be added to September's meeting, for further discussion.	17 July 2026	MS	**CLOSED – See minutes within item 6 for minutes of discussion**
Thea Behrman to arrange a visit to Folkestone park.	17 July 2026	TB	**CLOSED – arranged for Wednesday 16th September. See AOB for details.**
To provide a detailed budget breakdown for the launch event.	17 July 2026	MS	**Ongoing – Rearranged for 12th December**
To investigate the provision of accommodating coach parking at the seafront.	17 July 2026	SJ	**Ongoing**
To provide contact details for the London based agency previously used for recruiting	17 July 2026	DG	**CLOSED- information received**
To provide details of agency promoting Knightswick.	17 July 2026	TB	**CLOSED- information received**
To bring recruitment and procurement requirements back to Board in September.	17 July 2026	KW	**Ongoing- Moved to October meeting in KW absence.**
Continued communication between Children and Young People board and	11th September	SB	**Open**

Neighbourhood board. SB to update progress			
Electronic vote for the following items: Item 6 – Cultural strategy development and delivery Item 7.2 – Canvey engagement report Item 8- Preliminary PR marketing bids Item 9- Board change	11th September	SB / MS	**Open**
TB to feedback findings from Folkstone visit at October meeting	11th September	TB	**Open**
IB to communicate the use of the Coastal Navigator work for best practice at November meeting.	11th September	IB	**Open**
MCHLG monitoring report to be circulated for board's approval prior to October meeting	11th September	MS	**Open**
Board should review initial investment plan to see where budget would be available for EOI projects. GM to share bid process to show best practice.	11th September	All	**Open**
Contact Emily Nicholls to arrange opportunities to visit community programs as part of increased community engagement. This will then be documented to track engagement across the community.	11th September	All	**Open**
Canvey Island "Pride in Place" on a page to be developed.	11th September	SB /MS/ EN	**Open**