PRIDE IN PLACE
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Pride in Place Neighbourhood Board

Seacombe

Minutes (DRAFT)

Date: 12th August 2026
Time: 10am
Location: The Wirral Mindset, Wheatland Business Park, Victoria House, Wheatland Lane, Wallasey, CH44 7ER
Chair: Becky Biddulph

In Attendance (Board)

Rachel Bennett
Paul McGovern
Yang Liu
Becky Biddulph
Jamie Lee Carter
Cllr Paul Stuart
Mark Fleming
Brian Kilbride (supported by Chris)
Jacob Shardey
Scott Lowe
Sarah Martingel

Apologies

Matthew Houghton

Christine Parker

Angela Eagle MP

In attendance (non-board)

Kate Pierce (Wirral Council)

Agenda Item	Actions
1. Appointment of interim Chair	
Kate welcomed the Board and thanked Brian and Chris for accommodating the meeting at short notice.	

Kate advised that the Council had been notified by Nicky Fenton of her intention to resign as Chair of the Seacombe Neighbourhood Board. An appreciation of the contribution that Nicky had made to the Seacombe community and in setting up convening the Board was noted. Kate noted that Becky Biddulph had been nominated and seconded for the role of Interim Chair. An invitation was put to the Board for further nominations of which none were received. The Board agreed that Becky would take the role of Interim Chair. Becky thanks the Board for the vote of confidence and thanked Nicky for all of the work done so far.	
2. Welcome and apologies The Board received apologies from Matthew Houghton, Christine Parker and Angela Eagle MP.	
3. Declarations of Interest None	
4. Meeting minutes The minutes of the meeting held on 10th July 2026 were approved as a true record of the meeting.	
5. Terms of References Becky and Paul put forward a proposal to amend the Terms of Reference to provide additional clarity. **DECISION**: The Board agreed that the amendments would be put forward to the Council for review by the legal team.	BB to make tracked changes to the draft ToR and share with KP
6. Communications and Engagement **Communication** The Board reflected on communication between members since the Boards inception and agreed that: • All relevant information should be shared with all Board members. The Google drive could be used for this. • Regular meetings to take place with MHCLG, the Council and the MPs office to ascertain the support available to the Board. • Transparency is needed with the community about the funds available for the delivery of projects and to be clear how much professional services cost.	

• Clear lines of communication are critical for programme success. The Board agreed to try to keep the use of email to a minimum, that emails should be short and to the point, that email threads should be used rather than starting a new email for the same matter, version control where documents were updated and reshared should be taken into account, and that for complex matters these should be discussed in person at the Board. The Board agreed that the setting up of subgroups to focus on particular activities and issues would help communication and decision making.	
Noting that Board meetings were held monthly, the board agreed that informal online calls via WhatsApp, Zoom or Teams could be used when required.	JLC to set up WhatsApp subgroups and share admin permissions
Paul offered to support any member of the Board who needed support accessing information online or within the group discussions e.g. WhatsApp/Google Drive etc.	Paul to contact Christine to identify any support needed
Becky asked that if anyone was unsure that they should speak directly to her. Facebook admin to be passed to Jacob.	Kate to contact Nicky about Facebook access.
Engagement The Board discussed the different ways that the community could be engaged with should they not want to fill out forms; the need to capture postcode information; that questions might need to be updated to ensure they are linked to PIP themes; how to engage the communities who are seldom heard.	
The Board considered how it might make the Board and members more visible to the local community. It agreed to post more information on social media regarding board members; to purchase some materials that could be used for marketing and promotion e.g. Hi Vis vests, banners, badges, poster and flyers, tables and chairs, QR codes etc.	Jacob to do some headshots and interviews with members. Board to share ideas in WhatsApp group. Becky and Jamie to create a costed proposed for the board's consideration.

Yang set out a proposal for how Wirral Change could support engagement with ethnic minority communities. With this commission Yang will do her own engagement and write up of results. Kate set out the support the Council could offer. Members heard that a new business network and a small steering group was being established; a discussion with One Wirral CIC were underway regarding health inequalities; the SEND team at St Pauls family hub were being contacted; **Other** The Board agreed that it would be better to have an odd number of Board members. And that this would be discussed at the next Board meeting. Kate clarified the position regarding expenses. Further information can be found on the HMRC website and in the Pride in Place prospectus.	Yang to circulate proposal and costs. Becky to send engagement questions to Kate. To be added to next agenda. Kate to share expenses policy.
7. Events and activities Jamie shared an updated outline budget and information about the event. The Board discuss how to engage with families and how the token for free ice cream would work. Kate set out the process for payments to be made in relation to the event, where by all approved payments would be made from the grant sat with D Hub (rather than reimbursed expenses). The Board agreed a method of signing off payment. A litter pick has been planned. Jamie to film it.	 Jamie and Kate to review detailed budget and anticipated payment dates ready for D Hub to pay prior to 21st August. Jamie to send all invoices to Kate and Becky first.
8. Roles and Responsibilities This item was deferred to the next meeting. The Board considered whether a Vice Chair should be appointed. The Board considered whether there were local organisations who might provide support to the Board. The Board asked the Council to continue providing secretariat support but noted that there may be local organisations who could provide support to the board in other ways.	 To be added to the next agenda
9. Any Other Business The Board agreed that further information would be needed from the Council in relation to programme management and	

accountable body costs and noted that an email had been send from Mark to the Council setting out a number of questions. It was agreed that the Chair would feed back to the Board from the meetings held with MHCLG, MP's office and the Council. The Board agreed that discussions about the Place Plan and who should write this would be needed at the next meeting.	Kate to request that senior officers follow up. Becky to feedback as required. To be added to the agenda
10. Date of Next Meeting To be confirmed by Chair.	